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ABSTRACT

One of a series of annual studies undertaken by the Library Research Center for and on behalf of the Illinois State Library, this report provides a detailed, question-by-question examination of the 143 responses (84% of the 170 Illinois academic libraries polled) to the 1981/82 Higher Education General Information Survey/Library General Information Survey (HEGIS/LIBGIS) questionnaire of the National Center for Education Statistics. Data are presented by type of academic institution: four-year colleges and universities, two-year community colleges, and single-purpose, professional/technical institutions. Organized by the four major survey form sections, results cover (1) collections; (2) staff--composition and salaries; (3) transactions--interlibrary loans, reference and circulation, group transactions, and library hours; and (4) budgets--personnel, materials, and federal grants. Appendices provide general reference tables, institutional data for 23 of the 40 survey questions for each of the 143 libraries (listed by name and place with coded information on a selection of variables), a copy of the survey form, and a discussion of the steps taken to process the forms and verify the data, and of inadequacies of the form and reporting errors. (LMM)

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Analysis of the 1981/82

HEGIS/LIBGIS Responses of Illinois Academic Libraries

JIM EDGAR
Secretary of State and State Librarian
Illinois State Library

Springfield, IL

August 1983

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Illinois Library Statistical Report no. 9

Analysis of the 1981/82 HEGIS/LIBGIS Responses
of Illinois Academic Libraries

by

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TABLE OF CONTENTS

<u>Chapter</u>	<u>Page</u>
1. Introduction	1
2. Collections	4
3. Staff	10
Section A. Composition	10
Section B. Salaries	12
4. Transactions	16
Section A. Interlibrary Loans	16
Section B. Reference and Circulation	17
Section C. Group Transactions	20
Section D. Library Hours	21
5. Budgets	23
Section A. Personnel	23
Section B. Materials	24
Section C. Federal Grants	26

Appendixes

A. Reference Tables	28
A-1. Library Collections, 1981/82	29
A-2. Library Staff	31
A-3. Public Service Transactions	36
A-4. Library Operating Expenditures	37
B. Institutional Data	39
C. HEGIS/LIBGIS Questionnaire	52
D. Technical Information	60

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Chapter 1. Introduction

Every two years the National Center for Education Statistics (NCES) issues a survey called the Library General Information Survey (LIBGIS) which is distributed with the Higher Education General Information Survey (HEGIS). About two years later, NCES publishes a report which displays in tabular form the raw data for every state. These reports offer only a short description of broad national trends by way of analysis. Several years ago, the Illinois Association of College and Research Libraries (IACRL) Advisory Committee to the Library Research Center (LRC) suggested that the data reported to NCES by academic libraries in Illinois be given a closer look. The LRC undertook this study as one of the series of annual studies of academic libraries done for and on behalf of the Illinois State Library. The results are discussed on the following pages.

HEGIS/LIBGIS forms are coordinated by the Illinois Board of Higher Education (IBHE). The survey which should have been issued by NCES in 1981 was postponed until the fall of 1982. The forms were sent from Washington, D.C. to IBHE, which distributed them to the HEGIS coordinators of 170 academic institutions in Illinois in August 1982. Two forms were sent to each library; one was to be returned directly to NCES and a duplicate sent to IBHE. In turn, the IBHE forwarded its set of forms to the LRC. In November, IBHE wrote a follow-up letter to institutions which had not yet returned their forms, and the LRC continued to accept completed surveys through December 30, 1982. No forms arrived after that date.

We received 150 forms; however, 7 forms were accompanied by letters which indicated that the institution was unable to supply any data. The 143 usable responses represent 84% of the 170 libraries polled. The response rate is similar to that of the 1978/79 survey, in which 140 libraries participated.

This report is organized by the four major sections of the survey form itself (a copy of the questionnaire is found in Appendix C here). The areas explored are collections, staff, transactions and budget. Following these sections, Appendix A consists of general reference tables which summarize the responses to almost all the questions on the survey form. These tables are identified by the letter A to distinguish them from text tables. Next, institutional data are reported for each of the 143 libraries listed by name and place, with coded information on a selection of variables. Following the HEGIS/LIBGIS Fall 1981-82 survey form is a discussion of 1) the steps taken by the Library Research Center to process the forms and our data verification techniques, and 2) the inadequacies of the form and reporting errors (Appendix D).

Library Types

Under the direction of 138 male and 105 female chief and assistant chief librarians, 302 male and 590 female librarians, with the assistance of 497 male and 1764 female support staff, 143 academic libraries in Illinois subscribed to 271,122 periodicals, added 1,018,528 volumes to a total collection of 31,153,184; circulated 11,673,076 items; provided 304,292 items through interlibrary loan, borrowed 155,486 more; and answered 2,705,391 reference questions in 1982.

Since these figures represent a wide range of responses, the 143 libraries for which we have data have been divided into three categories. They are

1. libraries of four-year colleges and universities (Type 1),
2. libraries of two-year community colleges (Type 2), and
3. libraries of single-purpose professional/technical institutions (Type 3).

All three categories include both public and private post-secondary institutions. The categories were derived from the IBHE Data Book on Illinois Higher Education (May 1982).

The libraries fall relatively evenly into the three types. There are 56 (39%) libraries in Type 1, 53 (37%) in Type 2, and 34 (24%) in Type 3. In this report, most of the data will be presented by library type. In this way, one can evaluate the performance of a particular library in relation to other libraries which serve a similar purpose.

Chapter 2. Collections

Table 2.1 shows the distribution of the library types by number of volumes held. College and university libraries contain the largest collections. More than 89% of them are above the over-all median size (59,101 volumes). Of community college libraries, 81% fall below the median, and 63% of the single-purpose, professional/technical libraries fall below the median. Five of the Type 3 libraries (15%) contain collections larger than the 3rd quartile (131,572 volumes). The larger libraries contribute to a higher mean for many of the variables. The median represents a more accurate representation of the average of the distribution of Type 3 libraries for most variables.

Table 2.1 Distribution of Library Types by Size (Volumes Held) 1981/82

No. of libraries	3 Type 1 16 Type 2 18 Type 3	3 Type 1 27 Type 2 5 Type 3	19 Type 1 10 Type 2 6 Type 3	31 Type 1 5 Type 3
No. of volumes	675 (lowest)	29,529 1st quartile	59,101 2nd quartile (median)	131,572 3rd quartile
				222,523 (mean)
				6,240,615 (highest)

Table 2.2 displays the distribution of size (volumes held) within each type of library. It is clear here that the median size of Type 1 libraries is higher than that of Type 2, and the Type 2 median is higher than that of Type 3.

Table 2.2 Distribution of Number of Volumes Held by Type of Library

Quartile	Type 1	Type 2	Type 3	All Libraries
1st	91,147	26,473	5,086	29,529
2nd	137,316	39,200	20,887	59,101
3rd	286,415	54,584	88,075	131,572

Table 2.3 shows the total number of items held by all Illinois academic libraries in 1978/79 and in 1981/82. Comparing the aggregate data for number of volumes added during the two survey periods, we find that the overall average increase of three categories of material was smaller in 1981/82 than in 1978/79.

Table 2.3

Aggregate Resource of Illinois Academic Libraries by Type of Material
in 1978/79 and 1981/82

Type of Material	1978/79 (n = 140)		In- crease (%)	1981/82 (n = 143)		In- crease (%)	% In- crease in 4 Years
	Held	Added		Held	Added		
Periodical subscriptions	257,071	--	--	271,122	--	--	5.2
Bookstock (volumes)	24,184,801	926,938	3.8	31,153,184	1,018,528	3.2	22.4
Separate government documents	3,182,802	287,418	9.0	3,936,061	270,061	6.9	19.1
Microforms	11,154,227	811,640	7.3	15,337,808	1,071,337	7.0	27.3
Total	38,778,901	2,025,996	5.2	50,698,175	2,359,926	4.7	23.5

Source of 1978/79 data: Data Book on Illinois Higher Education, Springfield, IL: Illinois Board of Higher Education, May 1980, pp. 221-225.

Table 2.4 shows the mean average holdings of each kind of material of the three library types, as well as the median number of items held. The data are exactly the same as in Table A-1 except for the final line representing the total number of all items held. To ascertain the number of libraries reporting for each kind of library material, consult Table A-1. It is clear that in every library type there are a few large libraries which

pull the means up in each variable. For every kind of library material except one, Type 1 medians are larger than Type 2, which are larger than Type 3. The exception is book titles in microform, where 38% of the Type 3 libraries reported holdings, and half of them held over 330 items of this kind. This contrasts with 32% of the Type 2 libraries, half of which reported holding fewer than 7 microform book titles each.

Community college libraries held proportionally stronger audiovisual collections than the other library types. By comparing the mean number of book volumes with the mean number of audiovisual materials, we see that Type 2 library AV collections were largest; they held 1 AV item for every 5 volumes, on the average. Type 1 and 3 libraries held 1 to 45 and 1 to 44, respectively. In other words, Type 2 AV collections were as large as 20% (or one-fifth the size) of their book collections, while Types 1 and 3 AV collections represent 2.2% and 2.3% of their book collections.

Figure 2.1 gives a graphic depiction of the acquisition patterns of the three types of libraries for each of seven kinds of library material. It was derived by dividing the number of items held into the number of items added to determine the percentage increase for every individual library. The percentages were then averaged to reveal the percentage increase of each kind of material for the three types of libraries. Looking at periodical titles in microform held and added by Type 3 libraries, one might assume that the percentage increase is significantly higher than for Types 1 and 2. The medians, however, are much lower than the mean percentages (see Table A-1, lines 6(1) and 6(2); in fact, half of Type 3 libraries held fewer than 16 periodical titles in microform, and half added fewer than 20. The high values reflected in the means (2568 held; 429 added) are created by a few extreme cases; one library reported holding over 39,000 periodical titles in

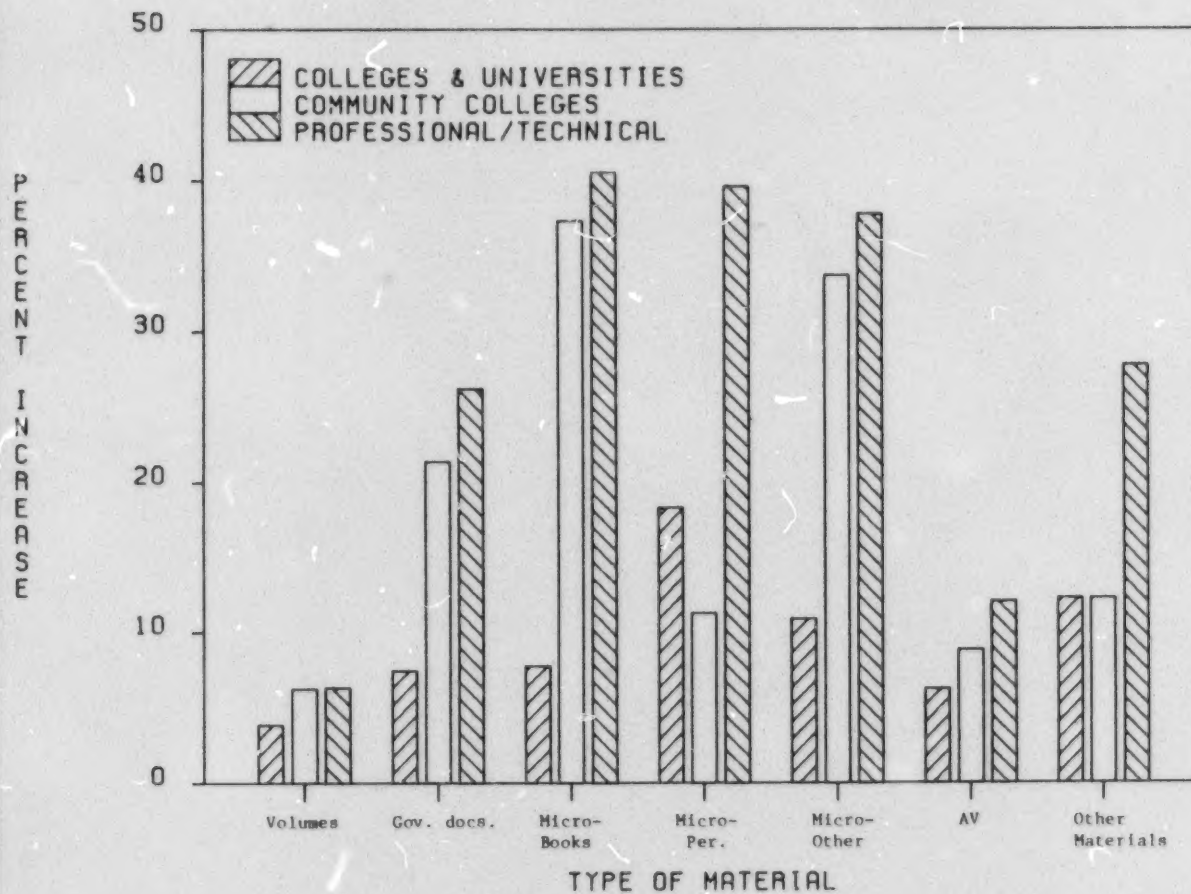
Table 2.4

Mean and Median of Items Held by Each Type of Library, 1981/82

<u>Kind of Material</u>	<u>College and University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
Periodical subscriptions				
mean	4,104	393	745	1,923
median	765	339	215	472
Book volumes				
mean	476,587	43,030	68,780	222,523
median	137,316	39,200	20,887	50,102
Book titles				
mean	276,155	34,511	36,271	129,316
median	110,928	34,018	14,670	43,290
Number of titles of government documents in separate collections				
median	63,135	5,409	35	50,135
Microform book titles				
mean	25,229	3,860	3,008	14,878
median	6,598	7	330	360
Microform periodical titles				
mean	825	525	2,568	958
median	169	116	16	130
Other microform physical units				
mean	330,278	10,757	5,649	166,268
median	43,067	2,722	2,500	6,330
Audiovisual materials				
mean	10,620	8,316	1,580	7,567
median	5,002	3,064	356	2,680
All other materials				
mean	91,644	2,096	2,827	43,530
median	802	126	100	300
TOTALS*				
mean	1,074,670	185,263	86,765	553,648
median	256,854	50,983	24,439	119,509

*excluding book titles

Figure 2.1 Collection Increase By Kind of Material
For Each Type of Library, 1981/82



microform, and another reportedly added over 11,000 periodical titles in microform. Both these figures are from medium-sized institutions and were not verified by the Library Research Center. We suspect that there is some misunderstanding on the part of these libraries; and this makes the use of medians here more desirable than means, and explains the apparently large percentage increase in Figure 2.1.

Using one-way analysis of variance we found no significant statistical difference (at the .05 level) between the library types in collection increase of volumes, periodicals in microform, or audiovisual materials. Microform acquisition is significantly different among types of libraries. Professional/technical libraries acquired more microform books and other microform units (40.5% and 37.8% increase) relative to their collections, and this is reflected in their expenditures (see Table A-4, Library Operating Expenditures). Though the patterns of acquiring government documents are also statistically different, these figures may simply reflect a trend towards separating government documents from the general collection. We have no data on library expenditures for government documents--and believe it is possible that the high numbers recorded by community colleges reflect a cataloging policy rather than an acquisitions decision. In fact, only 7 community colleges reported maintaining a separate government documents collection.

Chapter 3. Staff

Section A. Composition

The ratios in Table 3.1 display another aspect of average library size. Types 2 and 3 libraries show a smaller ratio of total staff relative to administrators than do Type 1 libraries. For every head librarian in Type 3 there are 4 technical/clerical persons; in Type 2 there are 7; and Type 1 libraries have 14 technical/clerical persons per chief or assistant chief librarian. Overall, the number of technical/clerical staff per librarian is about 2 to 1. Professional staff in Type 3 libraries, however, have substantially less clerical help (1 : 1.5).

Table 3.1

Ratio of Numbers of Persons (FTE) in Each Job Category
by Type of Library

<u>Ratio</u>	<u>College & University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
Chief librarians : librarians	1:6	1:1.3	1:1.2	1:3.6
Chief librarians : support staff	1:14	1:7	1:4	1:8.9
Chief librarians : all staff*	1:20	1:6	1:7	1:13
All librarians : support staff	1:2	1:1.8	1:1.5	1:1.9

*Includes "other professional" category.

Table 3.2 shows the number of people in all job categories by sex. Women are 72% of all library employees and the percentages are about the same in all three types of libraries. Of the women working in these libraries in 1981/82, 4% were directors or assistant directors, while 14% of the men served in this capacity. Of women, 30% work at a professional level. Of the men, 50% held positions requiring a Master's degree or its equivalent.

Table 3.2. Composition of Library Staff by Sex and Job Category, for Each Type of Library.

Job Category	College and University		Community College		Professional/ Technical		All Libraries		Total % of Category	
	Men/%	Women/%	Men/%	Women/%	Men/%	Women/%	Men/%	Women/%	Men	Women
1. Chiefs and assistant chiefs	69/10%	47/3%	50/27%	29/6%	19/16%	26/10%	138/14%	102/4%	57%	43%
2. Librarians	237/34%	443/24%	41/22%	96/21%	24/20%	51/20%	303/30%	590/23%	34%	66%
3. Other professionals	42/6%	54/3%	25/14%	12/3%	3/3%	13/5%	70/7%	79/3%	47%	53%
4. Support staff	356/50%	1273/70%	69/37%	324/70%	72/61%	167/65%	497/49%	1764/70%	22%	78%
Total	704/ 100%	1817/ 100%	185/ 100%	461/ 100%	118/ 100%	257/ 100%	1008/ 100%	2535/ 100%	28%	72%
% by sex	28%	72%	29%	71%	32%	68%	28%	72%		

Of the men, 44% are in categories 1 or 2 (chiefs, assistant chiefs or librarians) in college and university libraries as opposed to 27% of the women. In community college libraries, the distribution is 49% of the men and 27% of the women. In Type 3 libraries, however, only 36% of the men and 30% of the women are in the top two categories. Of all employees in all 143 libraries, men are just over a quarter of the total and women a little less than three-quarters. Women outnumber men in the three job categories other than chief and assistant chief.

In comparing the numbers of women and men in chief and assistant chief and in librarian positions, the chi square test allows us to reject the null hypothesis, that is, the probability is less than .00001 that the numbers of men and women in categories 1 and 2 can be accounted for by chance alone.

Section B. Salaries

As might be expected, chief and assistant chief librarians are more highly paid than librarians, especially in college and university libraries where, on the average, they earn 47% more than librarians (Table 3.3). In community college libraries, they earn only 18% more, and in professional/technical libraries 38% more. In all 143 libraries chief and assistant chief librarians are paid 34% more than librarians. The difference in compensation is even greater between that of librarians and of support staff. Overall librarians' salaries are 88% higher than support staff salaries. In Types 1 and 2 they are 90% higher; in Type 3, librarians earn 40% more than do technical/clerical staff.

Two means are reported in Tables 3.3 and 3.4. Line (a) of Table 3.3 represents the total average salary for that job category for all libraries of that Type, i.e., the total number of dollars so spent by all libraries

Table 3.3

Mean and Median Salaries of Library Staff (FTE)
by Type of Library and Job Category

	<u>College & University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
	n=112.5	<u>Chief and Assistant Chief</u> n=78.3	n=37.9	n=228.7
(a)	\$31,576	\$27,578	\$28,813	\$28,939
(b)	\$28,752	\$27,631	\$22,118	\$26,846
(c)	\$28,500	\$27,426	\$22,679	\$26,844
		<u>Librarian</u>		
	n=650.1	n=104.2	n=73.2	n=827.5
(a)	\$21,423	\$23,283	\$17,989	\$21,621
(b)	\$18,731	\$21,403	\$19,621	\$19,851
(c)	\$18,250	\$21,466	\$15,788	\$18,256
		<u>Other Professionals</u>		
	n=75.6	n=32.8	n=12.9	n=121.3
(a)	\$18,412	\$20,668	\$17,115	\$18,651
(b)	\$17,205	\$21,321	\$15,538	\$18,680
(c)	\$17,636	\$18,413	\$16,183	\$17,781
		<u>Support Staff</u>		
	n=1527.1	n=339.8	n=170.8	n=2037.7
(a)	\$11,245	\$12,257	\$12,855	\$11,484
(b)	\$10,357	\$11,186	\$10,436	\$10,704
(c)	\$10,712	\$10,442	\$10,707	\$10,707
		<u>All Job Categories</u>		
	n=2365.3	n=551.1	n=294.8	n=3215.2
(a)	\$17,238	\$17,108	\$15,854	\$15,605
(b)	\$14,755	\$16,004	\$14,992	\$15,286
(c)	\$14,930	\$15,614	\$15,221	\$15,004

n = number of employees in full-time equivalent
 (a) = total average (mean)
 (b) = mean of the individual libraries' salary averages
 (c) = median of the individual libraries' salary averages

Table 3.4

Mean and Median Salaries of Men and Women (FTE)
by Type of Library and Job Category

College & University		Community College		Professional/Technical		All Libraries	
Men	Women	Men	Women	Men	Women	Men	Women
Chief and Assistant Chief							
n=67.5	n=45	n=50	n=23.8	n=16.9	n=21	n=134.4	n=94.3
(a) \$33,680	\$28,421	\$30,489	\$22,435	\$25,313	\$24,410	\$31,190	\$25,731
(b) \$31,320	\$27,239	\$30,853	\$23,801	\$24,352	\$21,337	\$29,920	\$24,574
(c) \$32,100	\$26,883	\$30,332	\$23,353	\$23,720	\$20,716	\$29,505	\$24,200
Librarians							
n=232.5	n=417.6	n=34.6	n=69.6	n=23.1	n=50.1	n=290.2	n=537.3
(a) \$23,096	\$20,492	\$26,942	\$21,464	\$18,369	\$17,814	\$23,141	\$20,800
(b) \$21,408	\$18,164	\$25,057	\$21,664	\$23,691	\$16,052	\$23,012	\$19,078
(c) \$21,336	\$17,684	\$26,818	\$21,258	\$16,480	\$15,092	\$21,388	\$18,876
Other Professionals							
n=34.1	n=41.5	n=22.2	n=10.6	n=2.6	n=10.3	n=58.9	n=62.4
(a) \$22,691	\$14,896	\$21,522	\$18,874	\$17,269	\$17,076	\$22,012	\$15,478
(b) \$21,789	\$14,524	\$22,498	\$19,181	\$17,087	\$14,811	\$21,911	\$15,516
(c) \$22,830	\$13,023	\$20,422	\$15,035	\$17,087	\$15,700	\$21,633	\$14,800
Support Staff							
n=330.7	n=1196.4	n=59.6	n=280.2	n=47.4	n=123.4	n=437.7	n=1000
(a) \$11,884	\$11,068	\$14,489	\$11,782	\$14,411	\$12,257	\$12,213	\$11,284
(b) \$11,663	\$10,290	\$13,487	\$10,982	\$11,410	\$10,161	\$12,304	\$10,558
(c) \$11,588	\$10,577	\$12,810	\$10,300	\$11,308	\$10,062	\$12,102	\$10,534
All Job Categories							
n=664.8	n=1700.5	n=166.4	n=388.7	n=90	n=204.8	n=921.2	n=2294
(a) \$18,572	\$13,923	\$22,760	\$15,017	\$16,116	\$15,292	\$19,031	\$14,221
(b) \$19,960	\$13,137	\$22,311	\$13,951	\$16,450	\$14,070	\$20,169	\$13,650
(c) \$19,899	\$13,434	\$21,379	\$14,108	\$15,869	\$14,000	\$20,000	\$13,767

n = number of employees in full-time equivalent
 (a) = total average (mean)
 (b) = mean of the individual libraries' averages
 (c) = median of the individual libraries' averages

is divided by the total number of persons so employed. Line (a) is therefore biased toward the salaries paid by the larger institutions. Line (b) in each case is the average, for all libraries of that type, of the salary paid, on the average, by each library to persons in that category; in line (b) each institution has equal weight. Only by this latter method could we find a median, which is line (c). Lines (b) and (c) are close to each other in most cases; this indicates that the institutional averages constitute a normal distribution.

Women in all types of libraries at all job levels earn less, on the average, than do men. Tables 3.4 and 3.5 record the actual salary figures and show the percentage differences. The professional/technical libraries have the most even distribution of salary scales, not only among the job categories, but also between the sexes; women earn 94% of what men earn overall. Community colleges have the most pay-scale variation; women earn about 66% of what men earn, and the total average salary for male librarians (\$26,942) is one-fifth higher than that of women chief librarians (\$22,435).

Table 3.5

Women's Salaries as a Percentage of Men's by Job Category
and Type of Library (Based on Line (a) of Table 3.4)

<u>Job Category</u>	<u>Type 1</u>	<u>Type 2</u>	<u>Type 3</u>	<u>All</u>
1. Chiefs & assistant chiefs	84%	74%	96%	82%
2. Librarians	89%	80%	97%	90%
3. Other professionals	66%	88%	99%	70%
4. Support staff	93%	81%	85%	92%
TOTAL	75%	66%	94%	75%

Chapter 4. Transactions

This chapter discusses Part III "Developmental Areas" (p. 4) of the LIBGIS form. Section A contains data on circulation, interlibrary loans received and interlibrary loans provided. Section B is the record of reference or public service "transactions", and Section C deals with group transactions and Section D summarizes library hours.

Section A. Interlibrary Loans

On the average, academic libraries in Illinois were net lenders in 1981/82. Table 4.1 shows the total number of interlibrary loan (ILL) transactions. For all libraries, almost 2 items were provided for every item received. Types 1 and 3 libraries provided 2.3 and 1.5 items for each one received. Type 2 libraries, however, show the opposite pattern. They were net borrowers, since they received close to 2 items for every one they provided to others. Most interlibrary loan activity occurred in college and university libraries. They represent less than half (44%) of all libraries which reported ILL transactions, but they accounted for 86% of all the items provided and 73% of all those received through ILL.

Table 4.1

Average Number of Interlibrary Loans Provided and
Received by Type of Library, 1981/82

	<u>College & University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
Number of interlibrary loans provided				
	261,876	12,911	29,505	304,292
% of total	86%	4%	10%	100%
No. of libraries/% of total				
	54/44%	42/34%	27/22%	123/100%
Number of interlibrary loans received				
	113,349	22,540	19,597	155,486
% of total	73%	15%	12%	100%
Number of libraries/% of total				
	55/43%	49/38%	25/19%	129/100%

Section B. Reference and Circulation

We looked at these transactions in two ways. First we examined the data with regard to size of institutional enrollment. From the Illinois Data Book of IBHE, we had 1981/82 enrollment data for all but one library in the survey. Table 4.2 shows that the total number of reference and circulation transactions per week increases as enrollment increases, but the number per student decreases. The median enrollment for Illinois academic institutions was approximately 2000. Below the median enrollment number, all libraries averaged approximately 258 reference questions per week. Institutions with enrollment above the median averaged 838 reference questions per week (Table 4.3).

Table 4.2

Reference and Circulation Transactions (Per Week)
of All Libraries, by Level of Enrollment

<u>Enrollment</u>	<u>Circulation/ no. cases</u>	<u>Circulation per Student</u>	<u>Reference Questions/ no. cases</u>	<u>Reference Questions per Student</u>
Up to 500	147/30	0.59	95/24	0.38
500-1499	532/27	0.53	121/22	0.12
1500-2999	665/21	0.30	155/19	0.07
3000-5999	1,673/19	0.37	220/17	0.05
6000-9999	1,823/17	0.23	469/16	0.06
10,000-40,000	5,717/24	0.23	1,431/23	0.06
Total average	1,615/138	0.40	430/121	0.13

Table 4.3

Average Number of Reference and Circulation Transactions
(Per Week) For Libraries Above and Below Median Enrollment

Transactions	College & University/ no. cases	Community College/ no. cases	Professional/ Technical/ no. cases	All Libraries/ no. cases
Reference				
Above median	1475/23	482/40	646/2	838/65
Below median	434/26	103/8	98/21	258/55
Circulation				
Above median	5688/26	883/43	10,599/2	2916/71
Below median	476/30	192/9	359/29	388/68

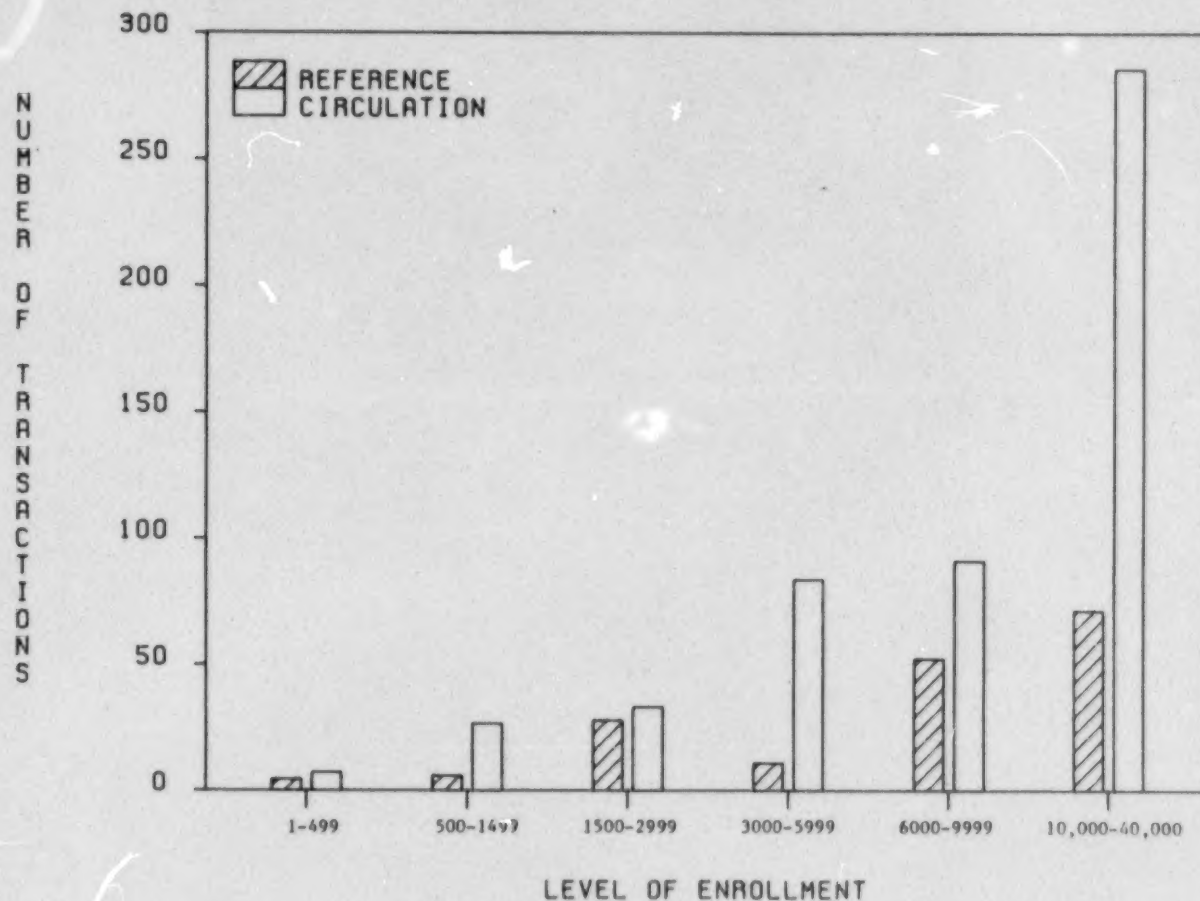
Not : Median enrollment size is 2044 fte students.
Circulation = annual circulation : 50

Figure 4.1 displays the relationship between reference and circulation by enrollment size. The ratio is close to unity (1:1.5) at institutions with the smallest enrollment, and becomes larger (1:4 at maximum) as institution size increases. Figures from Table A-3 produce ratios of 3.6 circulations per reference transaction for Type 1 libraries, 3.3 per reference transaction for Type 2, and 6.4 per transaction for Type 3. The ratio for Type 3 libraries drops by half if the largest libraries are excluded from the computation; the ratio for the remaining 29 libraries is 3.1 circulations per reference transaction.

Breaking the data down by type of institution (see Table 4.4) reveals that Type 1 libraries reported more than twice as many reference and circulation transactions as the other two types combined. College and university libraries are 40% of all libraries reporting this information, but they handled 72% of all reference transactions and 69% of all circulation. Type 2 libraries account for one-third of the number of reference questions, and one-fourth of the circulation of Type 1 libraries. While 31 Type 3 libraries

THOUSANDS

Figure 4.1 Reference and Circulation Transactions of All Libraries By Level of Enrollment (Per Year)



loaned 13% of all materials circulated, removing the three largest libraries reduced Type 3's total from over one and a half million to 525,103, which would be 9% of the new total of circulated items.

Table 4.4

Total Number of Reference and Circulation Transactions
by Type of Library

<u>Transactions</u>	<u>College & University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
Reference (per week)				
	37,534	10,800	3,659	52,027
Percent of total	72%	21%	7%	100%
Number of libraries/% of total	49/40%	48/40%	24/20%	121/100%
Circulation (per year)				
	8,108,141	1,984,869	1,580,058	11,673,076
Percent of total	69%	18%	13%	100%
Number of libraries/% of total	56/40%	52/37%	31/22%	139/100%

Reference data were recorded per week, and circulation per year. To compare the level of reference transactions with that of circulation, we multiplied the former by 50. The annual total number of reference questions received by all responding academic libraries is estimated to be 2,601,350, compared with a total annual circulation of 11,673,076. Reference is to circulation as 1:4.5; or, reference transactions were 22% of circulation.

Section C. Group Transactions

The LIBGIS form also requests information on "group transactions" (lines 25 and 26, page 4). Instructions (on p. 8) state that "A group transaction is an information contact in which a staff member provides information services, usually intended for a number of persons, rather than an individual-

ized response to a specific need of one or two persons at a time." The total annual number of group transactions were to be recorded on line 25 and the total number (or estimated number) of persons participating in such group transactions were to be recorded on line 26. The problems some respondents had with these questions are described in Appendix D here, and any analysis of these data should be understood in the light of frequent known misinterpretation of the two questions.

This section received a 79% usable response rate of all libraries; 86% of college and university libraries supplied a response as did 87% of community college libraries and 53% of professional/technical libraries. Type 1 libraries reported an average of 98 group transactions during the year, while Types 2 and 3 libraries both reported an average of 61. The overall average is 77. Of all the group transactions held (8624), 55% or 4704 occurred in college and university libraries. Community college libraries hosted 33% of all the group transactions and the remaining 22% were from professional/technical libraries. In response to the question on the number of persons participating in group transactions, Type 1 libraries averaged 1676 persons, or 18 persons per transaction; Type 2 libraries averaged 1234, or 20 persons per group transaction, while the 18 Type 3 libraries which responded to this section reported 590 or an average of 10 persons per group transaction.

Section D. Library Hours

All but one of the academic libraries in this survey responded to the question on the number of hours they were open in a typical week (see Table 4.5). All reported staying open for more than 2 hours for at least 4 days per week. Only one library reported staying open only 4 days, 43% reported they were open 7 days per week, and the median for all was 6.1. College

and university libraries were open the greatest number of days on the average (6.7) and more than either of the other two types (5.6 and 6.1, respectively). They also reported a greater number of hours per week, 85 vs. 65 for Types 2 and 3. For all libraries, the hours per week ranged from 10 to 114, with an average number of 72.9 or about 12 hours per day for 6 days.

Table 4.5

Number of Days and Number of Hours Open Per Week, Fall 1982

<u>Number of</u>	<u>College & University no./%</u>	<u>Community College no./%</u>	<u>Professional/ Technical no./%</u>	<u>All Libraries no./%</u>
Days Open				
4 days	--	--	1/3%	1/1%
5 days	2/4%	28/53%	9/27%	39/27%
6 days	11/20%	20/38%	10/30%	41/29%
7 days	43/76%	5/9%	13/39%	61/43%
Total	56/100%	53/100%	33/100%	142/100%
Average	6.7 days	5.6 days	6.1 days	6.1 days
Hours Open				
Range	40-114	40-82	10-114	10/114
Average	85.3 hours	64.5 hours	65.5 hours	72.9 hours

Chapter 5. Budgets

Table 5.1 displays the percentage distribution of expenditures for the budget items which are listed in IV-A "Library Operating Expenditures, 1981-82" on page 5 of the questionnaire. Thirteen libraries are excluded from these computations, 12 did not report expenditures separately for each category, and one reported no expenditure data at all.

Section A. Personnel

All three types of libraries allocated from 58% to 69% of their total budgets to personnel (the average for all libraries is 63.2%). For just salaries and wages, community college libraries spent 62% in comparison with four-year college and university libraries (46%) and professional/technical school libraries (49%). This is confirmed by the data in Table 3.3 which show that, in all classes of employees but the chief and assistant chief level, community college institutional salary averages were higher than those of the other two types.

However student wages is an area in which community college libraries spent less than either of the other two types. Only 3.8% of Type 2 library budgets on the average was allocated to student wages, as compared to an overall average of 5.6% and to 7.7% of Type 1 libraries and 5.1% of Type 3 library budgets. Table A-2 (line 19) shows that while Type 2 libraries charged an average of 6550 student hours to their budgets, 4-year college and university libraries charged more than four times that, or an average of 26,798 hours.

The reporting of fringe benefit expenditures was erratic and varied widely. Technical Appendix D describes the problem. We calculated total library expenditures by category including fringe benefits expenditures.

Table 5.1

Average Percent of Total Library Budget by Object of
Expenditure for Each Type of Library

Object of Expenditure	College & University n=51	Community College n=49	Professional/ Technical n=30	All Libraries n=130
<u>Personnel</u>				
Salaries & wages	46.5%	62.0%	48.8%	52.9%
Fringe benefits	6.5%	3.3%	4.1%	4.7%
Student wages	7.7%	3.8%	5.1%	5.6%
(subtotal)	(60.7%)	(69.0%)	(58.0%)	(63.2%)
<u>Materials</u>				
Books	15.5%	11.1%	15.7%	13.9%
Periodicals	10.3%	4.3%	10.4%	8.1%
Microforms	1.1%	1.0%	1.0%	1.0%
Audiovisual	0.9%	3.8%	3.0%	2.5%
Other	0.5%	1.3%	0.4%	0.8%
Binding	1.3%	0.3%	1.6%	1.0%
(subtotal)	(29.6%)	(21.8%)	(32.1%)	(27.3%)
All other expenditures	9.7%	9.2%	9.9%	9.5%
TOTAL	100%	100%	100%	100%

Section B. Materials

All three types of libraries spent the major part of their materials budget on books (total average 13.9%). Periodicals took the second largest part of materials expenditure. Both college and university libraries and professional/technical school libraries spent over 10% of their budgets on periodicals, while community college libraries allocated only 4%. If we look at the average periodical subscriptions held by the three types (see line 1 of Table A-1), we see that, on the average, community college libraries held fewer periodical subscriptions (393) than college and university libraries (4104) or professional/technical school libraries (745).

Figures 5.1-5.3 present a breakdown of the materials budgets of the three library types, and Figure 5.4 shows the average percentage allocation

Figures 5.1-5.4 Materials Budget Allocation by Type of Library Material, 1981/82

FIGURE 1. COLLEGE & UNIVERSITY LIBRARIES

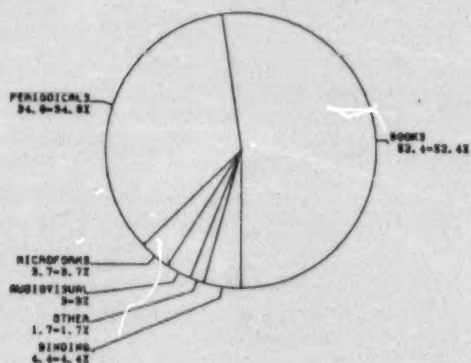


FIGURE 2. COMMUNITY COLLEGE LIBRARIES

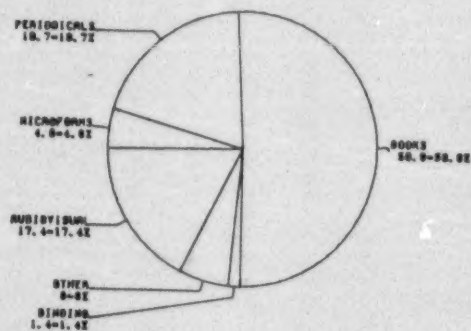


FIGURE 3. PROFESSIONAL/TECHNICAL LIBRARIES

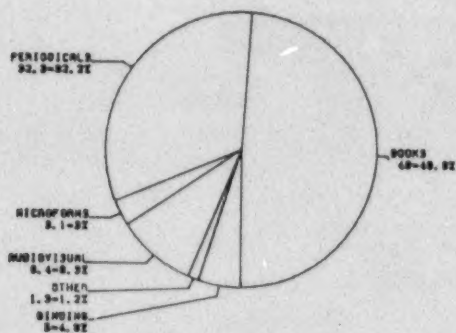
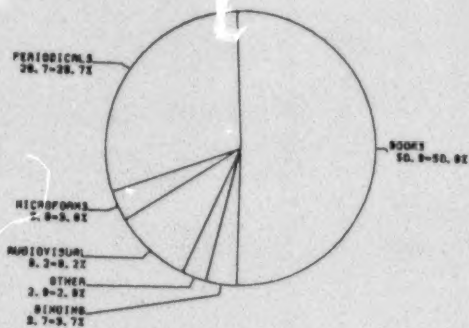


FIGURE 4. ALL LIBRARIES



of all academic libraries in the study. This gives us a closer look at the allocations each type of library made within the materials budget. In looking at the total budget allocations (Table 5.1) it seems that community college libraries and professional/technical school libraries spent proportionally about the same on audiovisual materials. However Figures 5.2 and 5.3 show that community college libraries spent almost twice as much (17.4%) of their materials budgets on AV as did the professional/technical schools (9.4%) and almost six times as much as the college and university libraries (3%). Community college libraries also spent a much greater proportion of their budgets on "all other library materials". These are defined on page 7 of the LIBGIS instructions as "nonbook library materials...e.g. flat pictures, study print sets, maps, charts, games, etc...[excluding] microforms."

Interestingly, all three library types reserved about the same proportion of their budgets (9.7%, 9.2% and 9.9%) for "all other library operating expenditures." These are defined in the LIBGIS instructions, p. 8, as including "...expenditures for travel, rental, leases, insurance, postage and freight, printing, replacement of equipment and furnishings, supplies, and membership costs."

Section C. Federal Grants

Section B of "Library Finances" on the LIBGIS form requests information on total receipts from Federal Government grants from October 1, 1981 through September 30, 1982. For all three types of libraries, the median grant was very close to \$1200. There were 36 Type 1 libraries which received exactly \$1200 in grants; 10 received none, and another 10 reported receiving more than \$1200. The two highest amounts for this library type were \$180,000 and \$243,550. Of the Type 2 libraries, 37 reported \$1200 grants, with 2 below

(lowest \$648) and 3 above (highest \$4200) and 8 reporting zero. Of the professional/technical libraries, 6 reported grant money; 3 of \$1200, 1 below that and 2 above, with the highest at \$336,270.

Table 5.2 shows the distribution of the total of all reported Federal grants among the three types of libraries. From this we see that college and university libraries are 47% of all libraries reporting such grants and that they received 59% of the money supplied. Community college libraries are 46% of grant-receiving libraries, but got only 6% of the money. Six professional/technical libraries (6%) received the remaining 35% of the grants. Of all libraries in the survey, 97 or 68% reported receiving Federal grants. These are 82% of the college and university libraries, 84% of community college libraries, and 17% of the professional/technical school libraries.

Table 5.2

Distribution by Type of Library of Total Receipts
From Federal Grants, 1981/82

	<u>College & University</u>	<u>Community College</u>	<u>Professional/ Technical</u>	<u>All Libraries</u>
No. of libraries reporting receipt of grants/percent of total	46/47%	45/46%	6/6%	97/100%
Total amount received	\$581,941	\$59,615	\$342,618	\$984,174
Percent of total	59%	6%	35%	100%

Appendix A. Reference Tables

The basic reference tables display the raw data produced by SPSS for every variable on the questionnaire. The item numbers in the tables match the question numbers on the LIBGIS form (Appendix C here). It is especially helpful to compare the means and medians for any variable; the difference between the two indicates the nature of the distribution of libraries by size.

We had SPSS calculate these figures by excluding responses of zero or blank. This means that the mean and median of any variable represent only those libraries with a positive response to the question. The number of libraries so answering any question is reported on the third line of each item, together with the percentage of all libraries which responded.

We have included in Table A-2 the salary data as reported, though such figures are not very useful since the average number of persons shown include those whose services were contributed. In calculating the average salaries shown in Chapter 3, we deleted such persons.

Table A-1. Library Collections

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
1. Average current periodical subscriptions				
mean	4,104	393	745	1,923
median	765	339	215	472
no./% of n	55/98%	53/100%	33/97%	141/99%
2(1). Average number of volumes added				
mean	15,112	1,855	3,112	7,545
median	4,840	1,370	1,246	2,189
no./% of n	55/98%	49/82%	31/91%	134/94%
2(2). Average number of volumes held				
mean	476,587	43,030	68,781	222,523
median	137,316	39,200	20,887	59,102
no./% of n	56/100%	51/96%	33/97%	140/98%
3(1). Average number of titles added				
mean	9,154	1,377	1,369	4,347
median	3,547	1,131	687	1,492
no./% of n	47/84%	47/89%	29/85%	123/86%
3(2). Average number of titles held				
mean	276,155	34,511	36,271	129,316
median	110,928	34,018	14,670	43,290
no./% of n	50/89%	48/91%	30/88%	128/90%
4(1). Average number of titles added to separate government documents collection				
mean	8,743	4,707	211	6,925
median	5,848	243	22	3,914
no./% of n	27/48%	7/13%	5/15%	39/27%
4(2). Average number of titles held in separate government documents collection				
mean	135,383	19,386	1,608	96,001
median	63,135	5,409	35	50,135
no./% of n	28/50%	7/13%	6/18%	41/29%
5(1). Average number of microform book titles added				
mean	1,377	505	4,316	1,860
median	8	12	26	20
no./% of n	21/38%	7/13%	8/24%	36/25%
5(2). Average number of microform book titles held				
mean	25,229	3,859	3,008	14,878
median	6,598	7	330	360
no./% of n	33/59%	17/32%	13/38%	63/44%

Table A-1, cont'd.

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
6(1). Average number of microform periodical titles added				
mean	446	32	429	274
median	10	6	20	9
no./% of n	28/5%	25/47%	8/24%	61/43%
6(2). Average number of microform periodical titles held				
mean	825	525	2,568	958
median	169	116	16	130
no./% of n	44/78%	46/87%	16/47%	106/74%
7(1). Average number of physical units added of microforms not reported on lines 5 and 6				
mean	25,390	1,535	1,221	14,313
median	5,445	427	82	1,000
no./% of n	37/66%	29/55%	3/9%	69/48%
7(2). Average number of physical units held of microforms not reported on lines 5 and 6				
mean	330,278	10,757	5,649	166,268
median	43,067	2,722	2,500	6,330
no./% of n	42/75%	35/66%	9/26%	86/60%
8(1). Average number of titles of audiovisual materials added				
mean	614	547	147	485
median	168	150	36	122
no./% of n	44/79%	50/94%	26/76%	120/84%
8(2). Average number of titles of audiovisual materials held				
mean	10,620	8,316	1,580	7,567
median	5,002	3,064	356	2,680
no./% of n	50/89%	52/98%	32/94%	134/94%
9(1). Average number of all other library materials added				
mean	2,005	132	329	1,129
median	104	40	16	76
no./% of n	33/59%	21/40%	10/29%	64/45%
9(2). Average number of all other library materials held				
mean	91,644	2,096	2,827	43,530
median	802	126	100	300
no./% of n	42/75%	36/68%	13/38%	91/64%

Table A-2. Library Staff

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
10(1). Average number of men who were full-time chief, deputy, or assistant chief librarians				
mean	1.7	1.5	1.1	1.5
median	1.3	1.2	1.1	1.2
no./% of n	39/70%	34/64%	14/41%	87/61%
10(2). Average number of men who were part-time chief, deputy, or assistant chief librarians				
mean	1	0	1	1
median	1	0	1	1
no./% of n	1/2%	0/0%	3/9%	4/3%
10(3). Average number of men in full-time equivalents who were part-time chief, deputy, or assistant chief librarians				
mean	0.5	0	0.3	0.3
median	0.5	0	0.2	0.3
no./% of n	1/2%	0/0%	3/9%	4/3%
10(4). Average salary total for men who were full or part-time chief, deputy, or assistant chief librarians				
mean	\$60,534	\$44,836	\$28,519	\$48,744
median	\$36,504	\$34,013	\$25,000	\$32,505
no./% of n	37/66%	23/43%	15/44%	68/48%
11(1). Average number of women who were full-time chief, deputy, or assistant chief librarians				
mean	1.5	1.0	1.4	1.3
median	1.2	1.0	1.1	1.1
no./% of n	28/50%	26/49%	14/41%	68/48%
11(2). Average number of women who were part-time chief, deputy, or assistant chief librarians				
mean	1.8	2.0	1.0	1.3
median	1.8	2.0	1.0	1.2
no./% of n	4/7%	1/2%	7/21%	12/8%
11(3). Average number of women in full-time equivalents who were part-time chief, deputy, or assistant chief librarians				
mean	0.8	0.8	0.4	0.5
median	0.6	0.8	0.3	0.5
no./% of n	4/7%	1/2%	7/21%	12/8%
11(4). Average salary total for women who were full or part-time chief, deputy, or assistant chief librarians				
mean	\$42,632	\$24,419	\$24,410	\$31,512
median	\$27,702	\$24,016	\$19,857	\$24,200
no./% of n	30/54%	26/49%	21/62%	77/54%

Table A-2, cont'd.

Total no. (n)	College & University	Community College	Professional/ Technical	All Libraries
	56	53	34	143
12(1). Average number of men who were full-time librarians				
mean	6.7	1.6	2.3	4.4
median	2.2	1.3	1.5	1.7
no./% of n	34/61%	20/38%	10/29%	64/45%
12(2). Average number of men who were part-time librarians				
mean	1.3	1.5	1.0	1.4
median	1.2	1.2	1.0	1.2
no./% of n	7/13%	6/11%	1/3%	14/10%
12(3). Average number of men in full-time equivalents who were part-time librarians				
mean	0.5	0.4	0.1	0.4
median	0.5	0.4	0.1	0.4
no./% of n	7/13%	6/11%	1/3%	14/10%
12(4). Average salary total for men who were full or part-time librarians				
mean	\$157,940	\$40,061	\$38,576	\$98,760
median	\$38,678	\$30,626	\$30,600	\$32,822
no./% of n	34/61%	23/43%	11/32%	68/48%
13(1). Average number of women who were full-time librarians				
mean	8.8	2.0	3.3	5.6
median	3.2	2.0	1.9	2.4
no./% of n	45/80%	32/60%	15/44%	92/64%
13(2). Average number of women who were part-time librarians				
mean	2.6	1.9	1.0	2.2
median	1.6	1.6	1.0	1.6
no./% of n	17/30%	17/32%	1/3%	35/24%
13(3). Average number of women in full-time equivalents who were part-time librarians				
mean	1.2	0.9	0.1	1.0
median	0.8	0.8	0.1	0.8
no./% of n	17/30%	17/32%	1/3%	35/24%
13(4). Average salary total for women who were full or part-time librarians				
mean	\$186,032	\$48,816	\$56,894	\$115,220
median	\$53,154	\$46,443	\$22,701	\$49,400
no./% of n	46/82%	35/65%	16/47%	97/68%
14(1). Average number of men who were full-time professionals other than librarians				
mean	1.7	1.2	1.0	1.5
median	1.3	1.1	1.0	1.1
no./% of n	17/30%	17/32%	1/3%	35/24%

Table A-2, cont'd.

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
14(2). Average number of men who were part-time professionals other than librarians				
mean	1.4	1.0	2.0	1.4
median	1.2	1.0	2.0	1.2
no./% of n	9/16%	4/8%	1/ %	14/10%
14(3). Average number of men in full-time equivalents who were part-time professionals other than librarians				
mean	0.5	0.3	1.6	0.5
median	0.5	0.2	1.6	0.4
no./% of n	9/16%	4/8%	1/3%	14/10%
14(4). Average salary total for men who were full or part-time professionals other than librarians				
mean	\$35,172	\$22,755	\$22,450	\$28,812
median	\$22,616	\$19,225	\$22,450	\$19,307
no./% of n	22/37%	21/40%	2/6%	45/31%
15(1). Average number of women who were full-time professionals other than librarians				
mean	1.6	1.7	2.7	1.8
median	1.4	1.3	2.0	1.4
no./% of n	18/32%	6/11%	3/9%	27/19%
15(2). Average number of women who were part-time professionals other than librarians				
mean	1.7	1.0	1.7	1.6
median	1.4	1.0	1.5	1.3
no./% of n	14/25%	2/4%	3/9%	19/13%
15(3). Average number of women in full-time equivalents who were part-time professionals other than librarians				
mean	0.8	0.3	0.8	0.8
median	0.6	0.3	0.5	0.6
no./% of n	14/25%	2/4%	3/9%	19/13%
15(4). Average salary total for women who were full or part-time professionals other than librarians				
mean	\$22,980	\$24,064	\$35,176	\$24,766
median	\$20,118	\$14,850	\$15,700	\$15,700
no./% of n	26/46%	8/15%	5/15%	39/27%
16(1). Average number of men who were full-time technical/clerical staff				
mean	11.8	2.4	4.1	6.9
median	5.5	1.9	2.2	2.4
no./% of n	26/46%	22/42%	9/26%	57/40%
16(2). Average number of men who were part-time technical/clerical staff				
mean	3.5	1.5	5.0	3.2
median	1.5	1.2	2.3	1.5
no./% of n	14/25%	11/21%	7/21%	32/22%

Table A-2, cont'd.

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
16(3). Average number of men in full-time equivalents who were part-time technical/clerical staff				
mean	1.7	0.7	1.5	1.3
median	1.0	0.5	0.7	0.8
no./% of n	14/25%	11/21%	7/21%	32/22%
16(4). Average salary total for men who were full or part-time technical/clerical staff				
mean	\$140,318	\$34,544	\$42,567	\$80,998
median	\$47,987	\$25,395	\$15,600	\$28,126
no./% of n	28/50%	25/47%	13/38%	66/46%
17(1). Average number of women who were full-time technical/clerical staff				
mean	21.7	5.0	6.9	12.8
median	4.4	4.3	2.4	4.2
no./% of n	51/91%	47/89%	15/44%	113/79%
17(2). Average number of women who were part-time technical/clerical staff				
mean	4.2	3.1	5.8	4.0
median	2.1	2.2	1.3	2.0
no./% of n	39/70%	29/55%	11/32%	79/55%
17(3). Average number of women in full-time equivalents who were part-time technical/clerical staff				
mean	2.3	1.6	1.9	2.0
median	1.1	1.4	0.8	1.0
no./% of n	38/68%	29/55%	11/32%	79/55%
17(4). Average salary total for women who were full or part-time technical/clerical staff				
mean	\$259,647	\$67,373	\$84,027	\$153,015
median	\$54,173	\$53,670	\$23,276	\$47,886
no./% of n	51/91%	49/92%	18/53%	118/83%
18(1). Average total number of full-time staff				
mean	40.2	9.2	9.9	22.1
median	9.8	7.4	3.9	7.7
no./% of n	55/98%	53/100%	26/76%	134/94%
18(2). Average total number of part-time staff				
mean	6.5	4.1	5.6	5.5
median	3.5	2.5	2.0	2.6
no./% of n	48/86%	38/72%	21/62%	107/75%
18(3). Average total in full-time equivalents of part-time staff				
mean	3.2	2.0	1.7	2.5
median	1.6	1.2	0.5	1.2
no./% of n	47/84%	38/72%	21/62%	107/74%

Table A-2, cont'd.

Total no. (n)	<u>College & University</u> 56	<u>Community College</u> 53	<u>Professional/ Technical</u> 34	<u>All Libraries</u> 143
18(4). Average total salaries of full and part-time staff				
mean	\$658,132	\$181,595	\$152,055	\$365,098
median	\$163,106	\$141,946	\$54,644	\$134,542
no./% of n	55/98%	53/100%	30/88%	138/97%
19. Average number of hours of student assistants charged to library budget				
mean	26,798	6,550	4,940	16,149
median	9,909	3,386	2,081	5,750
no./% of n	52/93%	32/60%	22/65%	106/74%
20. Average number of hours of student assistants charged to budgets other than the library				
mean	8,248	3,431	2,179	5,127
median	2,474	2,704	1,798	2,471
no./% of n	24/43%	32/60%	7/21%	63/44%

Table A-3. Public Service Transactions

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
21. Average circulation of materials to library users				
mean	144,788	38,171	50,970	83,979
median	33,914	24,525	8,733	26,240
no./% of n	56/100%	52/98%	31/91%	139/97%
22. Average number of interlibrary loans provided				
mean	4,850	307	1,093	2,474
median	994	70	73	317
no./% of n	54/96%	42/79%	27/79%	123/86%
23. Average number of interlibrary loans received				
mean	2,061	460	784	1,205
median	757	325	147	442
no./% of n	55/98%	49/92%	25/74%	129/90%
24. Average number of reference transactions per typical week (spring 1982)				
mean	766	225	152	430
median	185	150	70	150
no./% of n	49/88%	48/91%	24/71%	121/85%
25. Average number of group transactions in 1981/82				
mean	98	61	61	77
median	54	44	24	44
no./% of n	48/86%	46/87%	18/53%	112/78%
26. Average number of persons participating in group transactions				
mean	1,676	1,234	590	1,324
median	740	880	298	696
no./% of n	49/88%	45/85%	18/53%	112/78%
27. Average number of hours open in a typical week				
mean	85	65	65	73
median	85	64	63	72
no./% of n	56/100%	53/100%	33/97%	142/99%
28. Average number of days open two hours or more in a typical week				
mean	6.7	5.6	6.1	6.1
median	6.8	5.4	6.2	6.3
no./% of n	56/100%	53/100%	33/97%	142/99%

Table A-4. Library Operating Expenditures

Total no. (n)	College & University 56	Community College 53	Professional/ Technical 34	All Libraries 143
29. Average total of salaries and wages of library staff				
mean	\$655,891	\$181,930	\$145,767	\$362,966
median	\$160,035	\$140,593	\$51,980	\$130,268
no./% of n	55/98%	53/100%	30/88%	138/97%
30. Average total of fringe benefits				
mean	\$107,003	\$14,275	\$29,893	\$58,999
median	\$25,020	\$8,494	\$10,367	\$14,789
no./% of n	50/89%	40/75%	21/62%	111/78%
31. Average total wages of students serving on an hourly basis and charged to the library				
mean	\$88,674	\$23,997	\$22,079	\$55,345
median	\$34,705	\$11,326	\$11,100	\$22,900
no./% of n	52/93%	33/62%	21/62%	106/74%
32. Average total of book expenditures				
mean	\$166,233	\$27,533	\$31,581	\$82,880
median	\$43,860	\$23,441	\$14,201	\$25,049
no./% of n	51/91%	49/92%	30/88%	130/91%
33. Average total of periodical expenditures				
mean	\$147,650	\$10,922	\$42,802	\$72,030
median	\$22,480	\$8,772	\$5,490	\$12,010
no./% of n	52/93%	50/94%	30/88%	132/92%
34. Average total of microform expenditures				
mean	\$12,385	\$3,171	\$6,936	\$7,760
median	\$3,646	\$2,382	\$3,000	\$3,000
no./% of n	42/75%	40/75%	13/38%	95/66%
35. Average total of audiovisual materials expenditures				
mean	\$8,183	\$13,894	\$5,964	\$10,255
median	\$4,000	\$5,934	\$999	\$4,351
no./% of n	36/64%	50/94%	25/74%	111/78%
36. Average total of all other library materials expenditures				
mean	\$25,028	\$9,254	\$1,953	\$13,744
median	\$2,876	\$2,290	\$408	\$2,290
no./% of n	19/34%	32/60%	6/18%	57/40%
37. Average total of binding and rebinding expenditures				
mean	\$21,213	\$1,232	\$8,916	\$12,464
median	\$5,000	\$750	\$3,041	\$2,630
no./% of n	50/100%	32/60%	22/65%	104/73%
38. Average total of all other library operating expenditures				
mean	\$122,149	\$31,027	\$38,882	\$70,749
median	\$30,914	\$19,427	\$9,188	\$20,551
no./% of n	56/100%	50/94%	28/82%	134/93%

Table A-4, cont'd.

Total no. (n)	<u>College & University</u> 56	<u>Community College</u> 53	<u>Professional/ Technical</u> 34	<u>All Libraries</u> 143
39. Average total of all library operating expenditures				
mean	\$1,354,133	\$296,260	\$287,516	\$711,417
median	\$341,934	\$223,577	\$90,429	\$223,597
no./% of n	56/100%	53/100%	33/97%	142/99%
40. Average total receipts from Federal Government grants				
mean	\$12,651	\$1,325	\$57,103	\$10,146
median	\$1,204	\$1,200	\$1,260	\$1,201
no./% of n	46/82%	45/85%	6/18%	97/68%

Appendix B. Institutional Data

This section offers coded information for every library which responded to the LIBGIS questionnaire. We selected twenty-three variables to display in this manner, and lettered them from A through W. Half of the variables are coded from responses taken directly from the LIBGIS questionnaire, but a few are computed values (C,E,F,H,I,N,R,S,T), and four others (D,U,V,W) rely on data from the IBHE 1982 Illinois Data Book, from which we obtained student enrollment and institutional expenditures.

The variables which give the percent increase of library material (C,F and H) were determined by dividing the items added by the items held. For this appendix, all microform (books, periodical titles, and other physical units) were added together and taken as a whole; that is, all microforms of any kind reported as added were divided by the total number of microforms of any kind reported held. All percentages are displayed as real values and are not coded.

Personnel totals (I through N) represent full-time employees plus the full-time equivalencies of part-time employees. Student hours (N) are the sum of student hours paid by the library plus hours paid by other than the library.

The 23 variables and their codes are displayed on pp. 40-41. For each one that matches a question on the LIBGIS form, the line number is given in parentheses after the statement of the variable. On pp. 42-51 the libraries and their coded responses are listed, first by type of library and within each type alphabetically by the name of the institution.

Variables and Their Codes

A. Number of current periodical subscriptions (Line 1).

- | | | |
|---------------|-------------|-------------------|
| (1) Under 100 | (4) 350-459 | (7) 800-1,499 |
| (2) 100-249 | (5) 460-574 | (8) 1,500-8,499 |
| (3) 250-349 | (6) 575-799 | (9) 8,500 or more |

B. Number of volumes held (Line 2).

- | | | |
|-------------------|-------------------|-----------------------|
| (1) Under 9,999 | (4) 40,000-54,999 | (7) 100,000-149,999 |
| (2) 10,000-24,999 | (5) 55,000-74,999 | (8) 150,000-999,999 |
| (3) 25,000-39,999 | (6) 75,000-99,999 | (9) 1,000,000 or more |

C. Volumes added as percent of volumes held. In real numbers.

D. Number of volumes per student

- | | | |
|-------------|-----------|-----------------|
| (1) Under 5 | (4) 20-39 | (7) 100-179 |
| (2) 6-9 | (5) 40-75 | (8) 180-399 |
| (3) 10-19 | (6) 76-99 | (9) 400 or more |

E. Number of microforms (books, periodical titles and other physical units) held (Lines 5-7).

- | | | |
|---------------|-------------------|---------------------|
| (1) Under 99 | (4) 2,000- 3,999 | (7) 30,000- 99,999 |
| (2) 100- 399 | (5) 4,000- 9,999 | (8) 100,000-499,999 |
| (3) 400-1,999 | (6) 10,000-29,999 | (9) 500,000 or more |

F. Microforms (books, periodical titles and other physical units) added as percent of microforms held. In real numbers.

G. Number of audiovisual materials held (Line 8).

- | | | |
|-----------------|-----------------|--------------------|
| (1) Under 200 | (4) 1,600-2,499 | (7) 7,500-11,999 |
| (2) 200- 999 | (5) 2,500-4,499 | (8) 12,000-24,999 |
| (3) 1,000-1,599 | (6) 4,500-7,499 | (9) 25,000 or more |

H. Audiovisual materials added as percent of those held. In real numbers.

I. Total number of male chief, deputy, associate and assistant chief librarians in FTE (Line 10).

- | | | |
|---------------|---------------|---------------|
| (1) 0 | (4) 3.1 - 4.0 | (7) 6.1 - 7.0 |
| (2) 0.1 - 1.0 | (5) 4.1 - 5.0 | (8) 7.1 - 8.0 |
| (3) 1.1 - 3.0 | (6) 5.1 - 6.0 | (9) Over 8.0 |

J. Total number of male professional staff in FTE (Lines 12 and 14).

- | | | |
|---------------|----------------|-----------------|
| (0) 0 | (3) 2.1 - 5.0 | (6) 13.1 - 24.0 |
| (1) 0.1 - 1.0 | (4) 5.1 - 9.0 | (7) Over 24.0 |
| (2) 1.1 - 2.0 | (5) 9.1 - 13.0 | |

K. Total number of female chief, deputy, associate and assistant chief librarians in FTE (Line 11).

- | | | |
|---------------|---------------|---------------|
| (1) 0.1 - 1.0 | (4) 3.1 - 4.0 | (6) 5.1 - 6.0 |
| (2) 1.1 - 2.0 | (5) 4.1 - 5.0 | (7) Over 6.0 |
| (3) 2.1 - 3.0 | | |

L. Total number of female professional staff in FTE (Lines 13 and 15).

- | | | |
|---------------|-----------------|-----------------|
| (0) 0 | (4) 3.1 - 4.0 | (7) 20.1 - 30.0 |
| (1) 0.1 - 1.0 | (5) 4.1 - 10.0 | (8) 30.1 - 45.0 |
| (2) 1.1 - 2.0 | (6) 10.1 - 20.0 | (9) Over 45.0 |
| (3) 2.1 - 3.0 | | |

M. Total number of support staff in FTE (Lines 16 and 17).

- | | | |
|---------------|-----------------|------------------|
| (0) 0 | (4) 4.1 - 7.0 | (7) 50.1 - 99.0 |
| (1) 0.1 - 1.0 | (5) 7.1 - 15.0 | (8) 99.1 - 200.0 |
| (2) 1.1 - 3.0 | (6) 15.1 - 50.0 | (9) Over 200.0 |
| (3) 3.1 - 4.0 | | |

N. Number of student assistant hours (Lines 19 and 20).

- | | | |
|-----------------|-------------------|---------------------|
| (0) 0 | (4) 5,000- 7,999 | (7) 15,000-49,999 |
| (1) 1-999 | (5) 8,000-10,999 | (8) 50,000-99,999 |
| (2) 1,000-2,999 | (6) 11,000-14,999 | (9) 100,000 or more |
| (3) 3,000-4,999 | | |

O. Circulation per year (Line 21).

- | | | |
|------------------|-------------------|---------------------|
| (1) Under 2,000 | (4) 12,000-19,999 | (7) 40,000- 69,999 |
| (2) 2,000- 7,999 | (5) 20,000-29,999 | (8) 70,000-149,999 |
| (3) 8,000-11,999 | (6) 30,000-39,999 | (9) 150,000 or more |

P. Interlibrary loans provided (Line 22).

- | | | |
|--------------|-------------|-------------------|
| (1) Under 10 | (4) 70-299 | (7) 1,000-1,499 |
| (2) 10-29 | (5) 300-499 | (8) 1,500-8,499 |
| (3) 30-69 | (6) 500-999 | (9) 8,500 or more |

Q. Interlibrary loans received (Line 23).

- | | | |
|--------------|-------------|-------------------|
| (1) Under 35 | (4) 200-359 | (7) 700- 999 |
| (2) 35- 99 | (5) 360-499 | (8) 1,000-4,999 |
| (3) 100-199 | (6) 500-699 | (9) 5,000 or more |

R. Total library operating expenditures (Line 39).

- | | | |
|-------------------------|-------------------------|---------------------------|
| (1) Under \$20,000 | (4) \$140,000-\$199,999 | (7) \$400,000-\$ 899,999 |
| (2) \$ 20,000-\$ 99,999 | (5) \$200,000-\$299,999 | (8) \$900,000-\$1,999,999 |
| (3) \$100,000-\$139,999 | (6) \$300,000-\$399,999 | (9) \$2,000,000 or more |

S. Percent of library expenditures used for salaries and wages (from Lines 29-31). In real numbers.

T. Percent of library expenditures used for materials (from Lines 32-37). In real numbers.

U. Library operating expenditures as percent of institutional expenditures. In real numbers.

V. Library expenditures for materials per student.

- | | | |
|-------------------|---------------------|---------------------|
| (1) Under \$5.00 | (4) \$10.00-\$19.99 | (7) \$50.00-\$59.99 |
| (2) \$5.00-\$6.99 | (5) \$20.00-\$29.99 | (8) \$60.00-\$79.99 |
| (3) \$7.00-\$9.99 | (6) \$30.00-\$49.99 | (9) \$80.00 or more |

W. Total library expenditures per student.

- | | | |
|---------------------|-----------------------|-----------------------|
| (1) Under \$35.00 | (4) \$ 65.00-\$ 99.99 | (7) \$200.00-\$229.99 |
| (2) \$35.00-\$44.99 | (5) \$100.00-\$149.99 | (8) \$230.00-\$399.99 |
| (3) \$45.00-\$64.99 | (6) \$150.00-\$199.99 | (9) \$400.00 or more |

Appendix B: Institutional Data

Four Year Colleges and Universities

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Augustana College (Rock Island)	7	8	2.4	6	3	2.6	3	5.7	1	1	0	5	4	6	6	7	7	7	58.8	32.5	3.7	8	6
Aurora College (Aurora)	5	6	4.7	5	2	26.6	6	14.9	0	2	1	4	2	4	5	6	6	5	66.2	25.5	5.6	6	6
Barat College (Lake Forest)	4	6	1.6	7	2	17.9	4	0	0	1	1	2	2	1	3	5	7	3	65.3	25.9	3.5	6	6
Blackburn College (Carlinville)	3	5	1.8	8	6	2.1	2	.4	1	0	0	1	2	1	3	3	5	3	58.7	34.2	4.3	9	8
Bradley University (Peoria)	8	8	3.3	5	1	0	1	0	2	1	3	3	5	7	7	8	8	7	52.4	.9	3.3	1	5
Chicago State University (Chicago)	8	8	2.8	4	8	12.1	8	.7	1	4	0	6	6	2	8	6	3	8	77.4	19.1	5.0	6	6
College of St. Francis (Joliet)	5	7	4.7	4	1	6.7	6	5.1	0	2	1	5	4	6	5	4	6	5	74.4	19.1	5.6	4	4
Columbia College (Chicago)	4	5	45.4	3	6	99.7	9	6.6	0	1	1	5	4	4	6	4	2	7	49.9	39.9	6.8	6	5
Concordia College (River Forest)	6	7	1.9	7	8	7.6	7	.4	1	2	0	2	2	6	7	7	5	5	70.0	24.7	3.7	7	7
DeLourdes College (Des Plaines)	2	2	5.6	5	1	0	5	10.1	0	0	1	1	0	0	2	1	1	2	74.9	23.0	15.0	6	5
DePaul University (Chicago)	8	8	3.1	4	7	5.9	3	45.5	1	3	3	7	6	7	8	8	8	9	62.5	27.0	6.1	6	6
Eastern Ill Univ (Charleston)	8	8	2.4	5	9	7.6	8	7.5	2	5	1	5	6	7	9	7	6	8	67.4	26.3	3.9	6	6
Elmhurst College (Elmhurst)	6	8	6.3	5	6	7.5	8	13.7	1	1	0	4	5	5	7	8	8	7	53.9	35.6	5.0	6	5
Eureka College (Eureka)	4	6	1.4	7	2	3.4	5	.1	0	0	2	1	1	3	2	4	6	2	77.0	17.0	3.0	6	7
George Williams College (Downers Grove)	6	6	3.5	5	3	5.9	5	2.5	0	0	1	4	3	3	6	7	4	5	67.0	23.3	2.7	6	5
Governors State Univ (Park Forest South)	8	8	6.4	5	8	10.8	8	2.5	0	2	1	5	6	5	8	8	7	8	62.2	1.3	6.2	1	8
Greenville College (Greenville)	4	6	2.2	7	2	4.5	4	.8	0	2	1	0	2	4	5	6	4	4	69.8	23.2	3.5	6	6

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Illinois Benedictine Coll (Lisle)	1	7	4.0	5	6	52.1	7	10.8	1	3	0	2	4	2	4	7	6	6	67.3	23.3	4.3	5	5
Illinois College (Jacksonville)	6	7	2.7	7	4	5.8	4	.1	2	0	1	0	2	4	4	4	4	4	60.1	38.1	5.3	9	7
Illinois Inst Technology (Chicago)	8	8	3.3	4	4	1.2	1	0	1	2	0	5	5	5	7	7	4	7	54.8	40.5	2.1	6	5
Illinois State University (Normal)	8	8	3.1	5	9	6.4	9	1.4	2	5	0	6	7	8	9	8	8	9	62.5	31.6	4.1	7	6
Illinois Wesleyan Univ (Bloomington)	7	7	2.7	6	4	.1	6	31.0	1	3	0	1	4	7	7	5	3	7	66.7	27.8	3.8	8	8
Judson College (Elgin)	3	4	2.2	7	6	.3	3	12.0	1	0	0	0	2	1	6	4	3	3	64.9	22.4	2.8	7	8
Kendall College (Evanston)	2	3	0	5	1	0	1	0	0	0	2	1	0	2	1	2	2	2	54.8	39.1	1.5	6	4
Knox College (Galesburg)	6	8	3.0	8	7	0	2	16.7	1	3	0	1	4	6	6	6	8	7	56.1	34.1	4.9	9	9
Lake Forest College (Lake Forest)	7	8	4.2	7	3	.6	5	0	1	1	0	3	4	7	6	8	8	6	65.4	28.3	3.9	9	8
Lewis University (Romeoville)	5	7	1.8	5	7	7.3	3	0	0	0	1	3	3	5	7	7	8	5	68.4	26.5	1.8	5	4
Loyola University (Chicago)	8	8	3.3	5	9	3.5	6	1.1	4	4	1	6	6	7	9	8	8	9	55.7	42.9	1.8	8	6
MacMurray College (Jacksonville)	6	7	1.4	8	6	5.4	2	0	1	1	0	1	3	4	4	6	7	4	56.2	31.9	4.0	9	8
McKendree College (Lebanon)	4	5	2.1	6	6	16.2	3	1.2	0	0	1	0	2	2	2	3	2	3	58.0	35.4	2.8	7	6
Millikin University (Decatur)	7	7	3.0	6	6	6.2	6	1.8	1	2	0	2	4	4	7	7	8	6	60.8	16.2	3.8	6	7
Monmouth College (Monmouth)	6	7	1.6	8	7	19.7	1	0	1	1	0	1	2	4	4	4	8	3	60.1	28.0	2.8	7	7
Mundelein College (Chicago)	6	7	2.1	6	5	1.2	7	1.0	1	1	0	5	2	6	5	6	2	7	40.1	8.9	7.0	5	8
Natl Coll of Ed-Main (Evanston)	5	6	1.6	5	8	7.5	7	.7	0	3	1	5	4	5	5	2	3	6	65.0	14.9	5.7	6	7

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Natl Coll of Ed-Urban (Chicago)	2	2	6.0	3	8	13.5	3	5.5	0	2	1	1	1	2	2	1	1	3	34.0	29.5	7.8	5	4
North Central College (Naperville)	5	6	3.3	5	1	50.5	2	0	0	0	1	3	1	3	4	5	7	4	50.8	43.1	3.0	7	5
Northeastern Ill Univ (Chicago)	8	8	3.2	4	8	10.2	6	5.4	3	4	1	6	7	8	8	7	8	9	69.5	22.0	8.2	7	8
Northern Ill University (DeKalb)	9	9	2.9	5	9	5.9	8	1.1	5	6	1	6	7	8	9	8	9	9	58.5	35.6	4.6	8	6
Northwestern University (Evanston)	9	9	2.6	8	9	7.6	9	8.3	6	7	7	9	8	9	9	9	9	9	63.5	1.5	4.3	3	9
Olivet Nazarene College (Bourbonnais)	7	7	3.3	5	6	2.9	6	1.5	2	1	0	3	5	6	8	4	7	6	70.4	23.8	3.9	6	6
Principia College (Elsah)	7	7	2.8	7	7	6.0	7	2.0	0	0	1	3	4	6	4	6	6	6	71.4	18.6	4.6	8	8
Quincy College (Quincy)	7	8	1.8	8	7	.3	5	2.2	1	0	0	2	4	5	7	6	6	5	58.6	34.6	3.7	8	7
Rockford College (Rockford)	5	7	4.6	6	3	11.3	7	7.6	1	0	0	2	3	3	6	5	8	4	17.0	68.9	2.3	8	5
Rosary College (River Forest)	7	8	2.7	7	6	26.9	6	.1	0	0	1	5	4	7	6	8	7	6	60.0	31.3	6.8	8	7
St. Xavier College (Chicago)	5	5	5.1	4	6	.2	1	0	1	1	0	3	5	3	5	6	7	5	55.5	30.7	3.7	6	5
Sangamon State Univ (Springfield)	8	8	5.8	6	9	10.3	8	14.1	1	2	0	5	6	7	8	8	8	8	47.8	45.1	8.3	9	8
SIU-Carbondale (Carbondale)	9	9	3.3	5	9	3.5	9	6.0	4	6	3	8	8	9	9	9	9	9	57.6	31.3	5.6	9	8
SIU-Edwardsville (Edwardsville)	8	8	2.5	5	9	11.8	8	4.7	3	5	1	5	6	8	9	8	8	9	68.4	22.6	4.6	6	7
Spertus Coll Judaica (Chicago)	5	5	1.0	9	3	14.6	1	0	1	1	0	1	2	1	2	3	2	3	56.5	17.5	5.7	9	9
Trinity Christian Coll (Palos Heights)	3	4	3.1	7	6	0	5	4.1	1	0	0	0	2	2	3	1	2	2	66.4	28.8	3.7	7	6

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Trinity College (Deerfield)	5	5	2.0	6	6	0	5	.9	1	0	0	4	2	3	4	5	5	3	58.5	33.6	2.9	8	6
Univ of Chicago-All (Chicago)	6	9	2.9	8	8	6.6	1	4.0	4	7	2	8	8	9	9	9	9	9	56.9	27.8	13.4	9	9
Univ Chicago-Regenstein (Chicago)	-	9	2.9	*	2	100.0	1	0	4	6	0	8	8	9	9	9	9	9	58.8	2.5	1.1	*	*
Univ of Illinois-Chicago (Chicago)	8	8	5.8	4	9	10.5	8	.2	2	6	2	6	7	8	9	8	8	9	62.4	28.8	4.6	7	6
Univ of Illinois-Urbana (Urbana)	9	9	2.8	7	9	2.7	9	2.2	3	7	3	9	9	9	9	9	9	9	58.9	32.8	3.7	9	8
Western Illinois Univ (Macomb)	8	8	3.2	4	9	7.9	5	10.0	1	5	1	5	6	7	8	8	8	9	60.7	32.8	3.3	7	6
Wheaton College (Wheaton)	7	8	2.2	6	8	2.5	7	7.4	1	3	1	4	5	6	8	7	8	7	62.9	30.7	2.7	8	7

* Enrollment data were not available for the University of Chicago law and medical schools.
 "Univ of Chicago-All" includes data for the law and medical school libraries as well as the
 Regenstein library.

- Data not reported or not available.

Two Year Colleges and Universities

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Belleville Area College (Belleville)	5	4	4.6	1	2	.5	4	6.7	1	0	0	3	4	3	7	5	6	5	71.5	17.6	2.1	1	1
Black Hawk College-East (Kewanee)	3	2	3.7	3	4	.8	3	2.3	1	0	0	2	1	1	2	4	3	2	79.6	18.9	3.6	4	4
Black Hawk College- Quad Cities (Moline)	4	4	1.9	2	5	7.0	4	8.3	1	1	0	3	3	2	3	5	4	5	74.5	17.5	2.2	2	2
College of DuPage (Glen Ellyn)	7	7	6.5	2	7	5.9	8	20.5	2	3	0	3	6	6	8	1	1	8	68.3	18.4	6.8	5	5
College of Lake County (Grayslake)	5	6	6.2	2	8	6.6	9	7.4	1	3	0	4	6	4	8	5	8	7	58.7	29.4	7.0	5	4
City College of Chicago- Kennedy-King College	7	4	6.1	1	2	1.2	1	0	0	2	1	3	4	4	4	2	2	7	85.4	12.7	5.2	2	3
City College of Chicago- Loop College	3	4	2.7	2	5	4.9	9	5.8	5	0	1	0	5	6	9	4	1	7	81.8	12.7	7.0	2	3
City College of Chicago- Malcolm X College	3	3	3.4	2	3	16.3	3	14.3	4	0	1	0	4	5	5	1	1	5	83.8	15.0	4.5	2	3
City College of Chicago- Olive Harvey College	3	4	2.4	2	5	1.9	4	11.7	1	2	0	2	5	4	3	1	1	6	81.9	16.1	6.8	3	3
City College of Chicago- R. J. Daley College	4	4	3.2	1	1	0	9	2.4	3	1	1	0	4	6	5	1	1	6	83.2	16.8	7.2	2	2
City College of Chicago- Truman College	3	5	3.0	2	2	3.3	8	2.4	1	1	0	3	4	6	5	2	1	5	78.5	21.3	4.1	2	1
City College of Chicago- Urban Skills Institute	2	2	8.4	1	1	0	3	21.4	0	1	1	2	2	2	5	1	1	3	76.4	21.8	-	1	1
City College of Chicago- W. Wright College	5	5	2.6	2	6	1.7	7	2.8	1	3	0	2	5	6	6	2	2	6	86.6	12.8	5.4	1	2
Elgin Community College (Elgin)	3	4	7.2	2	7	1.4	6	9.2	1	1	0	4	5	3	5	4	7	6	66.8	13.5	5.0	3	3
Felician College (Chicago)	2	4	2.0	7	2	0	3	.5	0	0	1	2	4	1	4	5	4	2	77.5	11.4	20.9	5	7
Highland Community Coll (Freeport)	3	3	2.7	3	4	2.6	4	3.3	1	1	0	0	2	1	5	2	4	2	65.7	33.1	1.8	4	1

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Illinois Central Coll (East Peoria)	6	5	3.4	1	6	13.9	4	16.8	2	3	0	5	5	7	8	8	5	7	70.3	20.0	4.6	4	3
Ill Eastern Comm Coll- Frontier Community College (Fairfield)	1	1	14.4	1	1	22.2	2	2.9	1	0	0	3	1	0	1	1	4	3	48.2	47.3	8.7	4	1
Ill Eastern Comm Coll- Lincoln Trail College (Robinson)	2	2	6.1	3	2	0	6	.6	0	1	1	0	2	1	3	1	3	2	57.4	16.1	5.5	3	2
Ill Eastern Comm Coll- Olney Central College (Olney)	3	3	1.2	3	5	0	4	1.0	1	1	0	0	2	2	2	2	6	2	81.3	18.0	3.4	2	1
Ill Eastern Comm Coll- Wabash Valley College (Mt. Carmel)	2	2	8.0	2	2	5.8	5	3.2	1	0	0	1	3	0	6	2	6	2	71.1	21.2	1.7	1	1
Ill Valley Community Coll (Oglesby)	5	4	3.2	3	5	28.5	4	2.7	1	0	1	3	4	4	4	4	4	5	69.1	18.5	5.0	4	3
John A. Logan College (Carterville)	3	2	4.6	2	4	44.7	6	2.7	1	1	0	1	4	4	7	3	7	5	73.5	12.6	6.0	3	3
John Wood Community Coll (Quincy)	1	1	9.1	1	1	0	1	15.5	0	0	1	0	0	2	1	2	7	1	87.4	5.1	.5	1	1
Joliet Junior College (Joliet)	5	5	2.9	2	5	15.1	9	12.4	2	2	0	2	5	3	7	4	3	7	70.2	19.6	3.3	3	2
Kankakee Community Coll (Kankakee)	3	3	6.1	2	6	1.0	2	38.8	0	0	1	0	3	3	5	3	5	4	49.4	33.5	1.8	4	2
Kaskaskia College (Centralia)	4	5	1.7	4	2	19.8	6	2.2	0	1	1	1	2	1	2	1	5	3	72.4	24.0	3.2	3	2
Kishwaukee College (Malia)	3	3	4.2	2	1	1.4	2	12.9	0	1	1	1	2	2	4	1	4	3	69.3	23.3	3.4	3	1
Lake Land College (Mattoon)	3	3	7.6	2	2	0	6	5.2	0	0	1	1	4	3	4	5	4	4	79.1	20.9	2.5	3	2
Lewis & Clark Comm Coll (Godfrey)	6	3	2.7	2	6	24.2	5	3.2	0	1	1	1	5	6	5	7	6	5	69.6	17.5	3.1	3	2
Lincoln College (Lincoln)	4	3	1.8	4	5	6.0	5	.3	1	0	0	1	3	1	4	1	2	2	67.4	.1	1.7	1	3
Lincoln Land Comm Coll (Springfield)	5	5	2.8	3	4	0	7	1.9	1	2	0	2	5	4	7	4	4	7	71.3	15.9	5.5	4	4
Mallinckrodt College (Wilmette)	2	3	4.3	7	1	100.0	6	2.0	0	0	3	0	0	0	2	3	1	2	32.1	38.4	20.7	9	8

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
McHenry County College (Crystal Lake)	5	3	6.5	2	6	12.6	6	4.4	1	1	1	2	5	3	6	1	8	6	66.3	13.8	9.9	4	4
Mcrairie Valley Comm Coll (Palos Hills)	6	5	4.2	2	6	38.6	8	4.7	0	2	1	5	5	5	8	4	7	7	69.3	20.9	3.5	3	2
Native Am Educ Serv (Chicago)	1	1	0	1	1	0	2	19.3	0	0	1	0	0	0	1	1	1	1	86.3	13.7	-	6	8
Oakton Community College (Morton Grove)	6	5	9.8	2	6	6.4	7	1.7	2	1	1	5	6	7	5	6	8	7	71.6	21.5	6.5	4	4
Parkland College (Champaign)	6	6	4.4	2	6	35.7	5	6.7	1	3	0	3	4	7	8	7	8	7	58.5	29.7	4.3	4	3
Prairie State College (Chicago Heights)	6	4	5.8	2	3	87.1	9	2.9	1	1	0	2	5	1	6	4	5	5	61.0	15.5	3.8	3	3
Rend Lake College (Ina)	4	3	3.2	2	1	10.0	5	2.4	1	1	1	0	4	3	3	1	2	4	72.2	18.1	3.3	3	2
Richland Community Coll (Decatur)	3	2	4.4	2	4	.1	4	4.3	2	1	0	1	4	4	3	1	5	5	71.8	15.3	6.5	3	3
Rock Valley College (Rockford)	5	4	2.0	2	2	5.1	7	1.9	1	0	0	3	4	7	6	4	6	5	78.8	17.1	3.9	2	2
St. Augustine College (Chicago)	2	1	100.0	2	1	0	1	100.0	0	0	1	0	2	0	1	1	1	2	20.9	74.0	-	7	4
Sauk Valley College (Dixon)	3	4	4.0	3	3	2.7	7	6.1	2	0	0	1	2	3	6	5	5	4	64.5	19.9	4.9	4	4
Shawnee College (Ullin)	2	3	1.3	3	4	4.4	3	1.4	1	0	0	0	1	0	3	1	2	2	41.6	33.9	5.0	4	2
Southeastern Ill College (Harrisburg)	3	3	2.4	3	1	0	4	4.4	0	1	1	0	2	1	5	2	5	2	70.6	21.5	2.8	4	3
Spoon River College (Canton)	3	3	0	3	4	6.8	4	5.2	0	2	1	1	2	3	5	7	5	5	55.5	41.5	5.6	6	4
Springfield Coll in Ill (Springfield)	2	3	3.9	5	1	100.0	4	4.6	0	1	1	1	1	2	2	1	2	2	67.6	26.6	4.9	5	5
State Community College (East St. Louis)	2	3	1.2	3	2	0	1	100.0	0	1	0	1	2	3	3	2	3	3	84.4	6.1	2.7	1	3

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Thornton Community Coll (South Holland)	4	3	4.2	1	1	0	2	26.5	0	1	1	3	4	5	6	3	2	6	67.4	14.7	3.2	1	1
Triton College (River Grove)	6	1	0	1	5	4.4	7	.1	1	2	1	1	5	1	8	8	8	7	61.3	28.3	2.0	2	1
Waubensee Community Coll (Sugar Grove)	4	4	0	2	4	83.0	7	0	1	2	0	3	5	2	7	2	4	6	70.9	15.3	6.7	3	3
Wm. Rainey Harper College (Palatine)	6	7	4.8	2	6	10.7	7	6.2	2	4	0	5	6	7	8	4	5	8	70.0	14.1	6.4	3	3

- Data not reported or not available.

Professional and Technical Colleges and Universities

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Aero-Space Institute (Chicago)	1	1	11.1	5	1	0	2	5.8	1	0	1	0	0	1	1	1	1	1	91.7	8.3	12.1	4	7
Alfred Adler Institute (Chicago)	1	1	7.5	5	1	0	2	7.8	0	0	1	0	0	0	1	1	1	1	49.3	41.2	3.9	7	5
American Conservatory of Music (Chicago)	1	1	8.4	4	1	0	4	5.0	0	0	1	1	0	1	2	3	1	2	80.4	17.8	2.8	5	6
Bethany-Northern Theol Sem (Chicago)	6	7	1.8	8	3	1.7	4	8.1	1	1	0	2	0	5	4	5	3	4	70.3	1.5	-	2	9
Catholic Theological Union (Chicago)	5	6	3.2	8	1	0	2	0	1	0	0	2	2	2	3	6	3	3	63.2	29.6	11.2	9	9
Chicago College Commerce (Chicago)	1	1	0	1	1	0	3	0	0	0	0	0	0	0	1	1	1	1	0	1.2	0	1	1
Chicago Nat'l College of Naprapathy (Chicago)	1	1	12.0	4	1	0	1	16.7	0	0	1	0	1	0	1	1	1	2	55.2	15.9	-	8	8
Chicago College of Osteo Med (Chicago)	7	3	9.3	6	1	0	3	4.7	0	0	1	4	5	0	2	8	8	7	55.9	34.0	.1	9	9
De Andreis Seminary (Lemont)	2	4	2.7	9	1	3.4	1	1.8	1	0	0	0	0	1	1	3	1	2	49.8	49.2	-	9	9
Dr. W. M. Scholl College of Podiatric Med (Chicago)	3	2	10.5	3	1	0	1	13.8	1	0	1	0	2	2	3	6	3	4	54.6	25.8	-	8	8
Garrett-Evangelical/ Seabury Western Theol Sem (Evanston)	7	8	1.3	9	5	6.4	7	.4	2	2	0	2	4	5	5	4	2	6	55.0	30.8	8.5	9	9
Harrington Institute of Interior Design (Chicago)	1	1	15.0	3	2	97.2	1	37.7	0	0	1	1	2	2	4	2	2	3	61.3	37.8	-	9	8
Hebrew Theological Coll (Skokie)	1	4	.6	8	2	5.0	1	27.3	1	1	0	0	1	2	2	1	1	2	69.5	23.5	2.2	7	7
Ill School Professional Psych (Chicago)	1	1	12.3	3	1	0	1	10.7	0	0	1	0	1	2	2	4	1	2	80.4	19.0	-	6	7
Ill Technical College (Chicago)	1	1	0	1	1	0	2	0	0	0	1	1	0	0	1	1	1	1	80.5	19.5	-	1	1
Industrial Engineering College of Chicago	1	1	.7	4	1	0	1	16.7	0	0	0	0	0	0	1	1	1	1	0	0	-	1	1
Inst Psychoanalysis (Chicago)	2	2	2.5	5	4	6.3	2	10.0	1	0	0	1	1	0	2	3	1	2	43.0	22.1	-	9	9

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
John Marshall Law School (Chicago)	8	7	11.7	5	7	7.6	2	12.2	1	0	2	5	5	6	1	5	3	7	49.3	40.4	17.5	9	9
Lake Forest School Mgmt (Lake Forest)	1	1	0	1	1	0	1	0	1	0	0	0	0	0	1	1	6	1	0	45.5	-	3	1
Lincoln Christian College (Lincoln)	5	5	3.5	7	5	1.0	7	5.6	1	0	1	1	1	3	8	3	7	2	60.3	29.4	3.2	6	6
Midstate College (Peoria)	2	1	7.2	4	1	0	3	25.0	0	0	1	0	0	1	6	2	2	1	81.1	17.8	1.2	2	1
Moody Bible Institute (Chicago)	7	7	3.8	6	2	7.9	1	46.2	1	2	0	2	1	5	8	3	2	4	77.3	19.2	1.8	5	5
Morrison Institute of Technology (Morrison)	1	1	3.3	2	1	0	1	0	0	0	1	0	0	0	1	1	1	1	57.9	42.1	.8	4	1
Natl Coll Chiropractic (Lombard)	4	2	6.5	4	1	100.0	2	2.4	0	1	1	2	2	3	4	4	4	4	47.8	49.4	2.9	8	5
Rockford Business College (Rockford)	1	1	8.0	4	1	0	1	0	1	0	0	0	0	0	1	1	1	1	0	100.0	0	4	1
Rush University (Chicago)	8	6	8.3	5	1	100.0	5	13.7	0	3	4	4	6	2	8	8	8	8	50.9	38.2	.6	9	9
Art Institute of Chicago School (Chicago)	2	2	12.6	3	1	0	6	11.9	0	3	1	0	2	5	5	3	3	5	54.3	22.6	4.0	5	5
St. Mary of the Lake Seminary (Mundelein)	4	7	.9	9	3	0	4	2.8	0	0	1	0	3	0	2	4	2	2	63.0	33.9	6.7	9	9
Trinity Evangelical Divinity Sch (Deerfield)	7	6	8.5	6	7	99.6	2	11.0	1	2	0	3	1	5	7	6	6	5	66.3	26.9	7.2	8	8
Univ of Chicago-Law (Chicago)	8	8	2.9	*	2	100.0	1	0	0	1	1	5	6	5	6	4	2	8	55.2	31.9	1	*	*
U Hlth Sci/Chgo Med Sch (Chicago)	7	5	11.0	6	4	0	2	0	1	1	2	2	4	1	3	5	7	7	51.9	47.7	3.0	9	9
Univ Ill Medical Center (Chicago)	8	8	4.0	6	7	9.8	6	13.5	2	4	1	7	7	7	9	9	9	9	65.1	20.4	1.4	9	9
Univ Chicago-Billings Hospital (Chicago)	7	3	6.7	*	1	0	1	5.4	0	0	1	0	2	3	6	7	8	6	24.5	7.0	.1	*	*
Vandercook Coll Music (Chicago)	1	2	.2	7	3	0	4	.8	1	0	0	0	0	1	2	1	1	2	71.2	22.4	7.1	6	6

* Enrollment data were not available for the University of Chicago law and medical schools.
 "Univ of Chicago-All" includes data for the law and medical school libraries as well as the
 Regenstein library.

- Data not reported or not available.

Appendix C. HEGIS/LIBGIS Questionnaire

DEPARTMENT OF EDUCATION WASHINGTON, D.C. 20202 HIGHER EDUCATION GENERAL INFORMATION SURVEY AND LIBRARY GENERAL INFORMATION SURVEY COLLEGE AND UNIVERSITY LIBRARIES - FALL 1982	PLEASE READ INSTRUC- TIONS BEFORE COMPLET- ING THIS FORM.	FORM APPROVED OMB NO. 3086-0483 APPROVAL EXPIRES 9/30/83 1. FICE CODE NUMBER 2. DUE DATE Not later than September 30, 1983
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Each item on this page should be completed by all institutions. Please return the completed form either directly to Department of Education, National Center for Education Statistics, 400 Maryland Avenue, S.W., (Presidential Building, Suite 206, Attention: HEGIS), Washington, D.C. 20202, or to HEGIS COORDINATOR, if there is a HEGIS coordinator in your State.

3. NAME AND MAILING ADDRESS OF INSTITUTION OR CAMPUS COVERED BY THIS REPORT (include city, State, and ZIP code)	4. NAME AND TITLE OF RESPONDENT 5. TELEPHONE NUMBER OF RESPONDENT (area code, local number, and extension)
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6. PLEASE NOTE THAT EACH INSTITUTION, BRANCH, CAMPUS OR OTHER ENTITY SEPARATELY CERTIFIED BY THE DIVISION OF ELIGIBILITY AND AGENCY EVALUATION (DEAE) OF THE U.S. DEPARTMENT OF EDUCATION, WITH ITS OWN FICE CODE, AND LISTED SEPARATELY IN THE EDUCATION DIRECTORY - COLLEGES AND UNIVERSITIES, SHOULD BE REPORTED ON A SEPARATE SURVEY FORM AND NOT INCLUDED OR COMBINED WITH ANY OTHER SUCH CERTIFIED UNIT. ON THE OTHER HAND, ALL LIBRARY UNITS AT THE INSTITUTION, BRANCH, OR CAMPUS, INCLUDING MEDICAL AND LAW SCHOOLS, AND ANY OTHER ACADEMIC LIBRARY, SHOULD BE INCLUDED IN THE REPORT OF THE APPROPRIATE INSTITUTION, BRANCH, OR CAMPUS. IF ANY SUCH UNITS ARE NOT INCLUDED IN THIS REPORT, PLEASE LIST THEM BELOW. IF NECESSARY, CONTINUE ON ATTACHED SHEET.

NAME OF LIBRARY UNIT NOT INCLUDED ON THIS REPORT	ADDRESS (city, State, and ZIP code)

7. IF THE EDUCATIONAL ORGANIZATION OR ENTITY COVERED BY THIS SURVEY REPORT IS PART OF A MULTI-CAMPUS INSTITUTION OR PART OF A SYSTEM OF INSTITUTIONS, PLEASE ENTER THE NAME OF THE INSTITUTION OR SYSTEM BELOW. IF NOT APPLICABLE, CHECK HERE ☐

DEFINITIONS

INSTITUTIONAL SYSTEM. A complex of two or more institutions of higher education, each separately organized or independently administered, under the control of a single administrative body.

MULTI-CAMPUS INSTITUTION. An organization resembling an institutional system, but clearly designated as a single institution with either of two organizational structures: (1) an institution having two or more campuses responsible to a central administration (which central administration may or may not be located on one of the administratively equal campuses) or (2) an institution having a main campus with one or more branch campuses.

MAIN CAMPUS. In those institutions comprised of a main campus and one or more branch campuses, the main campus (sometimes called the

parent institution) is usually the location of the core, primary, or most comprehensive program. (Unless the institution-wide or central administrative office for such institutions is reported to be at a different location, the main campus is understood to be the location of the central administrative office.)

BRANCH CAMPUS. A campus of an institution of higher education which is located in a community different from that of its parent institution, that is, beyond a reasonable commuting distance from the main campus of the parent institution. To be considered a branch campus, rather than an extension center, the educational activities at the location must be organized on a relatively permanent basis (i.e., have a relatively permanent administration) and include course offerings for one or more complete college-level programs of at least one full year.

This report is authorized by law (20 U.S.C. 1221e-1). While you are not required to respond, your cooperation is needed to make the results of this survey comprehensive, accurate, and timely.

ED (NCES) FORM 2388-5, 4/82

REPLACES NCES FORM 2300-5, 4/79, WHICH IS OBSOLETE

PART I - PERIODICALS, FALL 1982 and LIBRARY COLLECTIONS, 1981-82		FICE CODE NUMBER	
SECTION A - CURRENT PERIODICAL SUBSCRIPTIONS, FALL 1982			
ITEMS	LINE NO.	CORE NO. *	NUMBER OF TITLES (exclude duplicate subscriptions)
CURRENT PERIODICAL SUBSCRIPTIONS	1	C20	

SECTION B - LIBRARY COLLECTION, 1981-82				
CATEGORY	LINE NO.	CORE NO.	ADDED DURING YEAR**	HELD AT END OF YEAR
			(1)	(2)
BOOKSTOCK (include government documents not in separate collections; include bound periodicals; exclude microforms)				
NUMBER OF VOLUMES	2	C16		
NUMBER OF TITLES***	3	C17		
SEPARATE GOVERNMENT DOCUMENTS COLLECTIONS	4			
NUMBER OF VOLUMES				
MICROFORMS - ALL TYPES				
NUMBER OF BOOK TITLES*** REPRESENTED BY MICROFORMS	5	C21		
NUMBER OF PERIODICAL TITLES*** REPRESENTED BY MICROFORMS	6	C22		
NUMBER OF PHYSICAL UNITS OF MICROFORMS NOT REPORTED ON LINES 5 AND 6	7	C23		
AUDIOVISUAL MATERIALS - NUMBER OF TITLES*** (audio recordings, motion pictures, filmstrips, slides, overhead transparencies, videotapes, videodisks, mixed media (multi-media) kits, etc.; exclude microforms)	8	C24		
ALL OTHER LIBRARY MATERIALS - NUMBER OF TITLES*** (flat pictures, study print sets, maps, charts, games, etc.)	9	C25		

*Core numbers serve to identify items which are identical in all IIBGIS surveys. They are not in sequential order.

**Gross number added; do not subtract the number withdrawn.

***Exclude duplicate copies.

PART II - LIBRARY STAFF						FICE CODE NUMBER	
SECTION A - LIBRARY STAFFING AND ANNUAL SALARIES AND WAGES, FALL 1982							
Include contributed services staff. Exclude maintenance and custodial staff and students paid on an hourly basis. Report annual salaries and wages before deductions and exclusive of fringe benefits.							
POSITION (Individual's salaries will not be identified with the names of their institutions in publications or other data releases.)	SEX	LINE NO.	CORE NO.	LIBRARY STAFF			ANNUAL SALARIES AND WAGES
				FULL-TIME (in whole numbers) (1)	PART-TIME		FULL-TIME (in whole dollars) (4)
					NUMBER OF PERSONS (in whole numbers) (2)	FULL-TIME EQUIVALENCY (in tenths) (3)	
CHIEF, DEPUTY, ASSOCIATE, AND ASSISTANT CHIEF LIBRARIANS	Men	10					\$
	Women	11					\$
ALL OTHER LIBRARIANS	Men	12					\$
	Women	13					\$
OTHER PROFESSIONAL STAFF ON THE LIBRARY BUDGET	Men	14					\$
	Women	15					\$
TECHNICAL AND CLERICAL STAFF ON THE LIBRARY BUDGET	Men	16					\$
	Women	17					\$
TOTAL (sum of lines 10 through 17)		18					\$

SECTION B - NUMBER OF HOURS OF STUDENT ASSISTANCE, 1981-82			
ITEM	LINE NO.	CORE NO.	NUMBER OF HOURS
NUMBER OF HOURS OF STUDENT ASSISTANCE BY STUDENTS EMPLOYED ON AN HOURLY BASIS HOURS CHARGED TO LIBRARY BUDGET	19		
HOURS CHARGED TO BUDGETS OTHER THAN THE LIBRARY	20		

PART III - DEVELOPMENTAL AREAS		FICE CODE NUMBER	
SECTION A - LIBRARY LOAN TRANSACTIONS, 1981-82 <i>(exclude transactions by dial access)</i>			
CATEGORY	LINE NO.	CORE NO.	NUMBER
CIRCULATION OF MATERIALS TO LIBRARY USERS <i>(exclude transactions by dial access)</i>	21	C26	
INTERLIBRARY LOANS—NUMBER OF ITEMS IN ORIGINAL AND REPRODUCED FORMAT PROVIDED TO OTHER LIBRARIES	22	C27	
RECEIVED FROM OTHER LIBRARIES	23	C28	
SECTION B - TRANSACTIONS, 1981-82			
TRANSACTION	LINE NO.	CORE NO.	NUMBER OF TRANSACTIONS
TOTAL REFERENCE TRANSACTIONS PER TYPICAL WEEK IN SPRING 1982	24	C33	
TOTAL GROUP TRANSACTIONS IN 1981-82	25		
TOTAL PERSONS PARTICIPATING IN GROUP TRANSACTIONS REPORTED ON LINE 25	26		
SECTION C - LIBRARY HOURS AND DAYS OPEN PER WEEK, FOR GENERAL USERS, CENTRAL OR MAIN LIBRARY ONLY, FALL 1982			
CATEGORY	LINE NO.	CORE NO.	NUMBER
TOTAL HOURS OPEN PER TYPICAL WEEK <i>(whole hours only, omit fractions)</i>	27	C32	
TOTAL DAYS OPEN TWO HOURS OR MORE, PER TYPICAL WEEK <i>(count each day open for two hours or more as one whole day, omit fractions)</i>	28	C33	

PART IV - LIBRARY FINANCES, 1981-82		FICE CODE NUMBER	
SECTION A - LIBRARY OPERATING EXPENDITURES, 1981-82			
CATEGORY	LINE NO.	CORE NO.	EXPENDITURES (whole dollars only)
SALARIES AND WAGES			
SALARIES AND WAGES OF LIBRARY STAFF (include expenditures for contributed services staff, but exclude maintenance staff, custodial staff, and for students paid on an hourly basis, also exclude fringe benefits)	29	C5	\$
FRINGE BENEFITS	30		\$
WAGES OF STUDENTS SERVING ON AN HOURLY BASIS CHARGED TO THE LIBRARY	31		\$
MATERIALS			
BOOKS (exclude microforms)	32	C6	\$
PERIODICALS (exclude microforms)	33	C7	\$
MICROFORMS	34	C8	\$
AUDIOVISUAL MATERIALS (exclude microforms)	35		\$
ALL OTHER LIBRARY MATERIALS (exclude microforms)	36	C9	\$
BINDING AND REBINDING	37	C11	\$
ALL OTHER LIBRARY OPERATING EXPENDITURES NOT ENTERED IN LINES 29 THROUGH 37 (include travel, rental, leases, insurance, postage and freight, printing, replacement of equipment and furnishings, supplies, and memberships costs, exclude expenditures for utilities, plant operation and maintenance and capital outlay)	38	C14	\$
TOTAL LIBRARY OPERATING EXPENDITURES (sum of lines 29 through 38)	39	C15	\$
SECTION B - LIBRARY RECEIPTS FROM FEDERAL GOVERNMENT GRANTS, 1981-82			
ITEM	LINE NO.	CORE NO.	RECEIPTS
TOTAL RECEIPTS FROM FEDERAL GOVERNMENT GRANTS FROM OCTOBER 1, 1981 THROUGH SEPTEMBER 30, 1982	40		\$

DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202

FORM APPROVED
OMB NO. 3086-0463
APPROVAL EXPIRES 9/30/83

HIGHER EDUCATION GENERAL INFORMATION SURVEY
AND
LIBRARY GENERAL INFORMATION SURVEY
COLLEGE AND UNIVERSITY LIBRARIES, FALL 1982

DEFINITIONS AND INSTRUCTIONS

Please read the following explanations and instructions before completing this form. Detach this portion and mail the completed form either directly to the Department of Education, National Center for Education Statistics, 400 Maryland Avenue, S.W., (Presidential Building, Suite 208, Attention: HEGIS), Washington, D.C. 20202, or to the HEGIS COORDINATOR, if there is a HEGIS coordinator in your State.

In this form, basic data are requested on the collections, staff, expenditures, and developmental areas for college and university libraries. The compilations of these data have proven to be valuable tools for administrators, chief librarians, and others concerned with the improvement of library services to higher education.

GENERAL INSTRUCTIONS

LIBRARY. For the purpose of this survey, a library is defined as an organized collection of printed, microform, and audiovisual materials which (a) is administered as one or more units, (b) is located in one or more designated places, and (c) makes printed, microform, and audiovisual materials as well as necessary equipment and services of a staff accessible to students and to faculty. Report data on units meeting the above definition of a library which are a part of a learning resources center. Do not report data on instructional or other activities performed by learning resources centers which are not included in the definition of a library.

LIBRARY UNITS COVERED. A report should be submitted by each institution, campus or branch which has been certified by the Division of Eligibility and Agency Evaluation (DEAE) of the U. S. Department of Education with its identification code and listed separately in the EDUCATION DIRECTORY, COLLEGES AND UNIVERSITIES. Data on libraries that are separately budgeted or housed (e.g., medicine, law extension center, research center, etc.) should be included in the report for the campus or branch where they are located.

TIME PERIOD COVERED. Data are requested for the following time periods:

- (1) Fiscal year 1981-82 - a 12 months period between June 1, 1981 and September 30, 1982 which corresponds to your institution's fiscal year.
- (2) Typical week in the spring or fall semesters, 1982 - a typical week is one without holidays when the central or main library is open during its regular hours for general use.
- (3) Fall 1982 - the point in time in the fall of 1982 when the survey form is being completed.

NEED FOR ESTIMATES. If an exact figure is not available for a particular item, but the amount is known to be greater than zero, ENTER AN ESTIMATE OF THE AMOUNT. Indicate the fact that the figure is an estimate by parentheses (). Estimates are important if exact data are not available. Items which are left blank will be interpreted as zero or not relevant to your library. Request help from your business office in providing library expenditure and contracted salary and wage data.

ED (NCES) FORM 2300-5, 4/82

FICE CODE NUMBER. Enter the FICE code number for your institution at the upper right hand corner of each page, in item captioned "FICE Code Number." This number is given in the upper right corner of the mailing label.

QUESTIONS. If you have questions or need more copies of this form, telephone or write to the survey director, Mr. Richard Beazley, at (301) 436-6662, Learning Resources Branch, National Center for Education Statistics, 400 Maryland Avenue, S.W., Washington, D.C. 20202. ATTN: Presidential Building.

SPECIAL INSTRUCTIONS

Part 1 - Periodicals, Fall 1982 and Library Collection 1981-82.

CURRENT PERIODICAL SUBSCRIPTIONS. A periodical is a publication constituting one issue in a continuous series under the same title published at regular or irregular intervals, over an indefinite period, individual issues in the series being numbered consecutively or each issue being dated. Newspapers as well as publications appearing annually or more frequently are included in the definition. REPORT NUMBER OF TITLES SUBSCRIBED TO, NOT THE NUMBER OF INDIVIDUAL ISSUES (exclude duplicate subscriptions).

ADDED DURING YEAR (column 1). Report the gross number added. Do NOT subtract the number withdrawn.

BOOK STOCK (lines 2 and 3). Report the library's cataloged collection(s) of books and other printed materials that are cataloged in the same manner as books and that are interfiled with, or that may be interfiled with, books. For example, a government document or a yearbook that has been cataloged as a book and shelved with books, is to be reported as book stock. Collections of government documents, pamphlets, paperback books, technical reports, manuscripts, memoirs, proceedings, transactions of societies, monographic and publishers' series, etc., that are not cataloged in the same manner as books should not be reported as book stock. Book stock may be cataloged by the Library of Congress, Dewey Decimal, or any other classification scheme adopted by the library.

VOLUMES (lines 2 and 4). For reporting purposes, a volume is a physical unit of any printed, typewritten, handwritten, mimeographed, or processed work contained in one binding or portfolio, handbound or paper bound, which has been cataloged, classified, or made ready for use.

TITLES (lines 3, 5, 6, 8, and 9). For reporting purposes, a title is a publication which forms a separate bibliographic whole, whether issued in one or several volumes, reels, discs, slides, or parts. It applies equally to printed

materials, such as books and periodicals, as well as to audiovisual materials and microforms.

Report the number of items for which a separate shelflist card has been made. (SHELFLIST: A record of materials in a library, arranged in the order in which the materials stand when they are shelved or stored.) Thus, six copies of the same edition of a title count as one title; two editions of the same title which have been cataloged or recorded separately count as two titles; a set of six items for which six shelflist cards have been made counts as six titles; and two sets of the same edition for which one shelflist card has been made count as one title.

METHOD FOR ESTIMATING THE NUMBER OF TITLES IN THE COLLECTION. A library which does not maintain a title count of its various collections, and that cannot easily count the number of separate shelflist cards, should use the following statistically sound method for estimating this count:

1. Count the number of titles in one inch of the shelflist cards in the shelflist;
2. Repeat step one at random intervals (e.g., count one inch in every foot) throughout the shelflist;
3. Average the number of titles per inch;
4. Multiply the average titles per inch by the number of inches of cards in the shelflist.

PRINTED GOVERNMENT DOCUMENTS (lines 2, 3, and 4). A printed government document is any publication in book or serial form bearing a government imprint, (e.g., the publications of Federal, State, local, and foreign governments and of world organizations, such as United Nations, European Common Market, etc.).

Include printed government documents NOT in separate collections, but cataloged in the same manner as books in lines 2 and 3. Report printed government documents housed in special collections in line 4.

MICROFORMS (lines 5, 6, and 7). Microforms are materials that have been photographically reduced in size for storage, protection, and inexpensive publication purposes, and which must be read with the help of enlarging instruments. Examples of microforms are: microfilm, microcard, and microfiche. These are also called microcopy and microtes. (All forms of microform are to be excluded from lines 2, 3, 4, 8, and 9, but are to be reported in lines 5, 6, and 7).

NUMBER OF PHYSICAL UNITS OF MICROFORMS (line 7). Microform holdings which are not reported on lines 5 and 6 should be reported here. For reporting purposes, each item of microfiche, microfilm and microcards should be counted as "One". Microform holdings reported on lines 5 and 6 should not be reported here.

AUDIOVISUAL MATERIALS (line 8). These are nonbook, non-microform library materials which require the use of special equipment in order to be seen and/or heard (e.g., motion pictures, audio recordings, filmstrips, slides, overhead transparencies, videotapes, video discs, mixed media (multi-media) kits, etc.; exclude microforms).

ALL OTHER LIBRARY MATERIALS (line 9). These are nonbook library materials which do NOT require the use of special equipment in order to be seen and/or heard (e.g., flat pictures, study print sets, maps, charts, games, etc. Exclude microforms).

Part II - Library Staff, 1981-82 and Fall 1982

LIBRARY STAFF (lines 10-17). In section B, report library staff in filled positions in fall 1982 who are paid annual salaries, as well as contributed services staff. If professional or nonprofessional staff in your library are paid hourly wages, yet fill positions which are salaried in most other libraries, they should also be included but their wages should be reported at the annual rate. Contributed services staff should be reported only by religious institutions or institutions affiliated with religious or theological organizations. Publicly controlled institutions receiving volunteer or contributed services (if any) should exclude data respecting such services in this report. Students serving on an hourly basis should not be included, but their hours should be reported on lines 19 and/or 20.

ED (NCES) FORM 2300-5, 4/82

ANNUAL SALARIES AND WAGES (lines 10-17). Report the salaries and wages, before deductions and exclusive of fringe benefits, of the regular staff and the estimated equivalent salary of the contributed services staff in filled positions in fall 1982. Salaries and wages should be reported on an annual basis. A salary paid on another basis should be converted to the equivalent annual salary. For example, a 9-10 month salary should be multiplied by 11/9 to derive the equivalent 11-12 month salary. If a staff member is on sabbatical leave, report his regular salary. Report the estimated equivalent salaries or wages which would be paid to contributed services staff if their salaries or wages were determined on the same basis as lay employees at your institution. The estimate should be on an annual basis, before deductions and exclusive of fringe benefits. On lines 10-17, include the equivalent salary of contributed staff in filled positions in fall 1982. Total salaries and wages (full-time and part-time) paid in fiscal year 1981-82 should be reported on lines 29 and 31.

FULL-TIME EMPLOYEES (lines 10-17). Report all salaried and contributed service employees who work the full-time work week established for your library, if your full-time work week is 32 hours or more. However, if your full-time work week is less than 32 hours, report all paid employees as part-time employees. Do not include volunteers.

PART-TIME EMPLOYEES (lines 10-17). Report all salaried and contributed service employees who work less than the full-time work week for your library or who work less than 32 hours per week. Do not include volunteers.

FULL-TIME EQUIVALENCY OF PART-TIME EMPLOYEES (lines 10-17). To compute full-time equivalency (FTE) of part-time employees, take the number of hours worked per week by a part-time employee and divide it by the number of hours in your full-time work week. If your full-time work week is less than 40 hours, divide that number into the hours in the part-time work week. The following examples illustrate the method of determining full-time equivalency (FTE), shown to one decimal place:

- a. A part-time employee who works 25 hours per week in a library having a 40 hour work week is computed as follows: 25 divided by 40 equals .6 FTE.
- b. A part-time employee who works 25 hours per week in a library having a 30 hour work week is computed as follows: 25 divided by 30 equals .8 FTE.

CHIEF, DEPUTY, ASSOCIATE, AND ASSISTANT CHIEF LIBRARIANS (lines 10 and 11). Report staff members having administrative responsibilities for the management of the library.

LIBRARIANS (lines 12 and 13). Staff members doing work that requires professional training and skill in the theoretical or scientific aspect of library work, as distinct from its mechanical or clerical aspect.

OTHER PROFESSIONAL STAFF (lines 14 and 15). Report persons who though not librarians are in positions normally requiring at least a bachelor's degree (e.g., curators, archivists, computer specialists, information and system specialists, subject bibliographers, media specialists, etc.).

TECHNICAL AND CLERICAL STAFF ON THE LIBRARY BUDGET (lines 16 and 17). Report persons in technical assistance, receiving, shipping, storing, secretarial duties, etc., who are specifically assigned to the library and are covered in the library budget. Do not report maintenance, custodial or student employees.

HOURS OF STUDENT ASSISTANCE (lines 19 and 20). Report the total number of hours of student assistance, by students employed on an hourly basis, in the 1981-82 fiscal year. Report hours served by: (1) students whose wages are charged to the library budget on line 19, and (2) students whose wages are charged to a budget other than the library budget on line 20.

Part III - Developmental Areas

Section A - Library Loan Transactions, 1981-82

DIAL ACCESS (Lines 21 through 23). Exclude dial access transactions from the reporting of library loan transactions. Dial access is the distribution of instruction and educational information by cable and/or microwave link between two or more institutions or organizations. The transmission may take the form of radio, television, or computer data and there

may be a computer or computer terminal at any point on the network or communication system. Input and output devices may take the form of teletypewriters or other computer input and output devices.

CIRCULATION OF MATERIALS TO LIBRARY USERS (line 21). Report the number of transactions of all materials charged out to library users by members of your staff; exclude transactions by dial access. Users include faculty members, students, and others.

INTERLIBRARY LOANS (lines 22 and 23). Report the number of items in original and reproduced format provided to and received from other libraries or library agencies that are not under the same administration, in response to specific title, author, or subject requests; exclude transactions by dial access.

Section B - Transactions 1981-82

REFERENCE TRANSACTIONS, TYPICAL WEEK, SPRING 1982 (line 24). Report contacts of all main and branch library personnel whose assigned duties include provision of reference/information service. A staff member should report each contact separately, whether or not the user has already consulted either that staff member or another on the same information need. A contact which includes both reference and directional service is one reference transaction. Duration should not be an element in determining whether a transaction is reference or directional. A reference transaction is an information contact which involves the use, recommendation, interpretation, or instruction in the use of one or more information sources, or knowledge of such sources, by a member of the reference/information staff. Information sources include:

- (1) print and nonprint materials;
- (2) machine readable data bases (including computer assisted instruction);
- (3) library bibliographic records, excluding circulation records;
- (4) other libraries and institutions; and
- (5) persons both inside and outside the library.

A question answered through utilization of information gained from previous consultation of such sources is considered a reference transaction even if the source is not consulted again.

GROUP TRANSACTIONS, 1981-82 (lines 25 and 26). A group transaction is an information contact in which a staff member provides information services, usually intended for a number of persons, rather than an individualized response to a specific need of one or two persons at a time. Examples of group transactions are: lectures, library tours, book reviews and discussions, media presentations and similar programs, instructional programs in research methods and similar programs. If a series of such presentations is made, each session should be counted separately. Group transactions include transactions both on and off the library premises, as long as such transactions are sponsored by the library. Report the total number of group transactions in fiscal year 1981-82 on line 25. On line 26, report the total, or the best estimate of the total, number of persons attending the transactions reported on line 25.

Section C - Library Hours and Days Open Per Week, Fall 1982

HOURS OPEN PER TYPICAL WEEK (line 27). Report the total number of hours the central or main library is open for general use in a typical week in fall 1982, by adding the number of hours the library is open for general use each day of the typical week. Report the total in whole hours only, omit fractions.

DAYS OPEN PER TYPICAL WEEK (line 28). Report the total number of days the central or main library is open for general use in a typical week in fall 1982, by adding the number of days the library is open for two hours or more each day of the typical week. Report the total in whole days only, omit fractions.

Part IV - Library Finances, 1981-82

Section A - Library Operating Expenditures, 1981-82

EXPENDITURES (lines 29-39). To insure accurate reporting, have your business officer assist with the entries in this part. Report the funds

ED (NCE) FORM 2308-5, 4/82

expended in the 1981-82 fiscal year regardless of when the funds may have been received from Federal, State, or other sources. Expenditures should be reported for the 12-month period which corresponds to your library's fiscal year between the calendar period of June 1, 1981 to September 30, 1982. Report all expenditures as whole dollars; omit cents.

SALARIES AND WAGES OF LIBRARY STAFF (line 29). Report expenditures in fiscal year 1981-82 for full-time and part-time salaries and wages before deductions, but exclude fringe benefits provided by your institution, for all regular library staff. Include the estimated equivalent salaries or wages which would have been paid in fiscal year 1981-82 to contributed services staff if their salaries or wages were determined on the same basis as lay employees at your institution. The estimate should be on an annual basis, before deductions and exclusive of fringe benefits. Exclude maintenance and custodial staff, and students serving on an hourly basis.

FRINGE BENEFITS (line 30). Report the sum of all fringe benefits provided by your institution for all library staff whose salaries and wages are shown on line 29 (exclude maintenance and custodial staff and students serving on an hourly basis). Fringe benefits are defined as cash contributions in the form of supplementary or deferred compensation other than salary. The employee's contribution should be excluded when determining the dollar value of fringe benefits. Fringe benefits include: retirement plans; hospitalization, surgical, and medical plans; guaranteed disability income protection plans; tuition plans; housing plans; social security taxes; unemployment compensation plans; group life insurance plans; workmen's compensation; and other benefits in-kind with cash options.

WAGES OF STUDENTS SERVING ON AN HOURLY BASIS (line 31). Report the expenditures charged to the library for the wages of the students who served on an hourly basis and who were reported on line 19 (exclude all expenditures for wages not charged to the library). Report wages before deductions, and excluding fringe benefits.

BOOKS (line 32). Report the expenditures for the books purchased during the 1981-82 fiscal year, as reported in column (1) line 2. Exclude expenditures for periodical subscriptions and microforms.

PERIODICALS (line 33). Report the expenditures for the periodical subscriptions purchased during the 1981-82 fiscal year. Exclude expenditures for books, microforms, and binding and rebinding of periodicals.

MICROFORMS (line 34). Report the expenditures for all microforms purchased during the 1981-82 fiscal year, as reported in column (1) lines 5 through 7.

AUDIOVISUAL MATERIALS (line 35). Report the expenditures for all audiovisual materials purchased during the 1981-82 fiscal year, as reported in column (1) line 8. Exclude expenditures for microforms.

ALL OTHER LIBRARY MATERIALS (line 36). Report the expenditures for all other library materials purchased during the 1981-82 fiscal year, as reported in column (1) line 9. Exclude expenditures for books, periodicals, microforms, audiovisual materials, and binding and rebinding.

BINDING AND REBINDING (line 37). Report the expenditures paid to commercial binderies for all binding and rebinding of books and periodicals during the 1981-82 fiscal year. Do not allocate wages, materials, etc., for binding.

ALL OTHER LIBRARY OPERATING EXPENDITURES (line 38). The amount reported here should be the difference between the total expenditures for the 1981-82 fiscal year (line 39) and the sum of all itemized expenditures (sum of lines 29 through 37). It should include expenditures for travel, rental, leases, insurance, postage and freight, printing, replacement of equipment and furnishings, supplies and membership costs. Exclude expenditures for utilities, plant maintenance and operation, and capital outlay.

TOTAL LIBRARY OPERATING EXPENDITURES (line 39). This amount should be the sum of lines 29 through 38.

Section B - Library Receipts from the Federal Government Grants from October 1, 1981 through September 30, 1982.

Line 40. Report the total receipts from Federal government grants received by your library between October 1, 1981 and September 30, 1982 which were included in your library budget and expended during the same period or will be expended in succeeding years. Exclude Federal funds which were designated for acquisition, construction, expansion, improvement, or maintenance of the physical plant. Also exclude Federal funds received through the Student Work-Study program or the Comprehensive Employee Training Act (CETA) which are not included in library budget items.

Appendix D. Technical Notes on the HEGIS/LIBGIS Survey

Processing the Forms and Data Verification

When the completed surveys were returned to the LRC, each was assigned a unique 3-digit ID number which also specified the type of institution the library serves. Each library was also given a 2-digit geographic code, but this variable was not considered significant for analysis. Using the IBHE Data Book on Illinois Higher Education (May 1982), data on institutional enrollment and expenditures were noted at the end of each form for input and future analysis.

Every form was then scrutinized for reliability of the reported data. At this point, notations were made for follow-up phone calls if there was some question as to interpretation of the responses. The most common errors were the following: current periodical subscriptions were not reported; personnel were reported without accompanying salaries; full-time equivalents were not recorded for part-time staff or were computed incorrectly; reference transactions were computed by year and not by week, as requested; group transactions were not counted correctly; expenditures were reported for a kind of item not reported as being acquired, or items were recorded as being acquired without corresponding expenditure outlay. When an error of this sort was detected, a note was made in the margin or on a separate piece of paper. At this point, the sections on the form which required addition (lines 10-18 and 29-38) were checked against the totals recorded in lines 19 and 39, respectively, and discrepancies were noted.

A second person studied the surveys and the accompanying notations, and those questions that could not be resolved without introducing significant error were then asked of the survey respondents by phone. Every respondent who was contacted was very helpful, and often identified other errors in the form which we could correct. Close to one-third, or 43 libraries were contacted in this way.

Some variables required some rounding-off. When only whole numbers were requested, or in cases where tenths were required, but not hundredths, they were adjusted by LRC staff by "rounding to the even". This means that decimals ending in .5 were rounded to the nearest even number. Where whole dollars were required (lines 29-40, page 5) the cents were simply dropped.

When the figures were verified and the coding completed and checked twice, the data were input via CRT terminals in the LRC into the University of Illinois CDC Cyber 175. Before any data analysis commenced, the file was checked for input error in two ways. First, the sections which could be summed (as mentioned above) were again checked by computer-aided addition. The computed sums were checked against the input sums. Those that did not match signaled an input error which was subsequently corrected. The input data were also checked randomly for error by generating a printed copy of the raw data file and checking it against the survey forms. We detected very few errors, those we did find were corrected, and we are confident that our error rate is less than .001%. Statistical analysis was made possible by using SPSS (Statistical Package for the Social Sciences) Version 8.3.

The major portion of the text was derived from two main runs, one which computed averages of all variables for all libraries, and a second run which sorted libraries by type and computed averages separately for each. These data are available in the Basic Reference Tables.

Library Collections

In some cases, libraries reported figures which were not broken down by kind of material. Most often, microforms were not broken down by type (books, periodicals, other physical units). These instances were coded and input with assigned variables (9 and 99) so that they would not be included

in calculations which necessitated differentiating types of material added or held. The real numbers were stored elsewhere, so that they could be included with the more general analysis, and in the Institutional Data Appendix where tallies were made of total microforms held and corresponding percentage increases.

Library Staff

The problem of the reporting of part-time staff and FTEs is discussed elsewhere. Other difficulties arose when staff were reported with no salary data. The cases where contributed services were recorded instead of actual salary figures were dropped for computation of average salaries.

Library Operating Expenditures

As in the "Library Collections" section, some budget items were combined by some libraries, and where this was noted, the variables were assigned missing values (9 and 99) so that they would not be included in analyses by category of budget expenditure (see especially Table 5.1). These variables were included, however, in the Institutional Appendix, where analysis was done of percent of library expenditures used for salaries and wages, materials, and for library operating expenditures as percent of institutional expenditures.

Survey Form and Reporting Errors

Reporting errors were caused by one of four shortcomings: 1) the design of the form, 2) the instructions, 3) the applicability of the question, or 4) mathematical error.

1. Form design

This caused two specific problems. First, question 1, asking for the number of current periodical subscriptions, was placed in the top, right-hand corner of page 2. Since many people had placed a staple in that corner, the question was obscured and a number of survey forms were returned with no answer to that question. Secondly, questions 11-17 on page 3 caused a great deal of confusion over the reporting of library staff. Column 4 "Annual Salaries and Wages" is labeled "FULL TIME". The instructions do not differentiate between the reporting of full- and part-time salaries; however, they direct the respondent to report "total salaries and wages (full-time and part-time)" page 5. Since the salary column on page 3 is preceded by two columns devoted to part-time staff, and their full-time equivalencies, most respondents assumed that the salaries of the part-time employees should be included in this final column. A phone call to Richard Beazley at NCES in Washington, D.C. verified our suspicion that this year, for the first time, only full-time salaries were supposed to be recorded on page 3. Only three respondents in Illinois read these instructions correctly. After phoning them and offering our congratulations, we asked that they give us the salaries of their part-time staff in order to make their returns comparable with all the others. In every case where we were not certain that part-time salaries were included, we followed up with a phone call. Two respondents had even adjusted part-time salaries to full-time equivalent salaries, and these cases were caught and readjusted.

2) Instructions

While almost every question was misinterpreted by one or another respondent, many people misunderstood the Part III, Section B question on transactions

(p. 4). NCES was asking for the number of persons who attended a group transaction. Many librarians recorded instead the number of librarians responsible for conducting those group transactions. This error was easily spotted and the correct estimate secured by a telephone call to the librarian responsible.

3) Applicability of the question

There were three problems which fall into this category: fringe benefits, dial access, and online costs. In the section on fringe benefits (p. 5 question 30), one cannot tell whether these benefits are those paid by the library or by the larger institution. The question is asked in the context of library expenditures, but in most cases, it is the college or university which pays the employer's cost of fringe benefits. Many respondents left this question blank, or responded with "n/a." We can be reasonably certain that employees of these libraries do receive some fringe benefits. Unfortunately, when we called several survey respondents to get the dollar value of fringe benefits, they could not give us even a good estimate.

In three cases in the transactions section (questions 21-23 on p. 4), respondents are asked to exclude 'dial access' transactions from the count of circulation, interlibrary loans provided and interlibrary loans received. It is not clear what is meant by "distribution of instruction and educational information by dial access." We do not know whether those libraries which use resource sharing systems such as LCS, OCLC or CLSI have included transactions which involved the remote circulation or ILL facilities of these systems.

online costs may be a problem for only a few academic libraries at this time. The HEGIS/LIBGIS form does not take this expenditure into account. We do not know how many libraries reported money spent on online services, and where they recorded it.

4) Mathematical error

There were five sections which asked for both component parts and a total (full-time staff, part-time staff, full-time equivalencies and salaries on page 3 and library expenditures on page 5). We checked the addition in each of these sections and resolved the many discrepancies through phone calls.